



IDAHO DEPARTMENT OF PARKS & RECREATION

AGENDA

for
November 1-2, 2004
Quarterly Board Meeting

Idaho Department of Parks and Recreation
Shakespeare Festival Interpretive Center
Boise, Idaho

A G E N D A
1. IDAHO DEPARTMENT OF PARKS AND RECREATION
Quarterly Board Meeting
November 1-2, 2004
Shakespeare Festival Interpretive Center
Boise, Idaho

*Consent Agenda CA	*Information Only IO	*Action Item AI
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November 1st

BOARD PICK-UP 8:00 a.m. Leave from the Best Western Vista Inn

WORK SESSION 8:30 a.m. – 1:30 p.m. (lunch provided at noon)

2. Bruneau Dunes Natural Science Center Funding Update *IO
Sheilah Prevost
3. Reassessment of Current Fee Structure *CA
Dean Sangrey
4. Camp Host Recognition *CA
Dean Sangrey
5. Board Policy Change: Approval for Director to Authorize Park Events
Over 1000 Attendees *CA
Steve Frost
6. Board Policy Change: Dev 1:91 Planning of State Parks *CA
Myron Johnson
7. Reciprocity For OHV Registration *AI
Chuck Wells
8. Eagle Island State Park Master Plan Amendment & Closure *AI
Steve Frost
9. Preliminary Concept Plan for Eagle Island State Park *IO
John Crowe
10. Park Master Planning Process *IO
Myron Johnson
11. Quarterly Financial Report *AI
Jane Wright
12. Park Visitation Update*IO
Dean Sangrey
13. Park Year-to-Date 2004 Revenue Report *IO
Jane Wright
14. Development Project Status *IO
Myron Johnson
15. Ponderosa State Park Update *IO
Steve Frost
16. Harriman State Park Update *IO
Garth Taylor
17. Bear Lake State Park Administrative Site-St. Charles Property
Garth Taylor

Please Note: Discussion times for agenda items are approximate.

- | | |
|--|---------------|
| 18. Camper Cabin Update *IO | Myron Johnson |
| 19. Heyburn State Park - Hidden Lake Float Home Update *IO | David White |
| 20. Grant Criteria Evaluation *IO | Jane Wright |
| 21. Recreational Boating Safety (county sub-grant methods) *IO | Dean Sangrey |
| 22. Capital Inventory Needs Criteria *CA | Jane Wright |
-

BOARD MEETING

CALL TO ORDER:

2:00 p.m.

AGENDA:

Additions or deletions to the printed agenda

APPROVAL OF MINUTES:

August 3-4, 2004

WELCOME:

Chairman Ernest Lombard

Introduce Guests

Public Forum:

2:15 p.m. Open time for guests to address the Board on Staff
Presentations or Action Items (5 minutes maximum per person)

2:45 p.m. Winter Wildlands Alliance Presentation to the Board

Presentations To The Board:

ACTION ITEMS:

Consent Agenda Items

3:00 p.m.

3. *Reassessment Current Fee Structure*

4. *Camp Host Recognition*

5. *Board Policy Change: Approval for Director to Authorize Park Events Over 1000 Attendees*

6. *Board Policy Change: Development Section*

22. *Capital Inventory Needs Criteria*

New Business:

3:15 p.m. 2. *Review of Policy for the 30-Days Registration Sticker Waiver for OHVS*

Director Meinen

3:30 p.m. 8. *Eagle Island State Park Master Plan Amendment & Closure*

Director Meinen

3:45 p.m. 11. *Quarterly Financial Report*

Jane Wright

DEPUTY ATTORNEY

GENERAL'S REPORT:

4:00 p.m.

DIRECTOR'S REPORT:

4:30 p.m.

RECESS

5:00 p.m.

RECEPTION AT CHAIRMAN LOMBARD'S HOME

6:30 - 8:30 p.m.

Please Note: Discussion times for agenda items are approximate.

November 2nd

CALL TO ORDER:

8:30 a.m.

EXECUTIVE SESSION:

8:45 a.m. Executive Session Under authority of Idaho Code 67-2345
Sub-section C an executive session may be held to discuss
personnel, acquisition of private lands, and/or litigation

FUTURE BOARD MEETING: January 18-19th, 2005 (dependent on the JFAC hearing)

ADJOURNMENT: 11:00 a.m.

THE BOARD

MISSION: To promote the general welfare and enhance the quality of life for present and future generations by developing and protecting, where needed, the state's significant natural and cultural heritage. To promote the appropriate use of recreation as a means of enriching society and the wholesome enjoyment of life. To provide a balance between individual rights and what is best for the common good. To educate and lead people to a part of the natural world. To touch the lives of all Idahoans in some positive way. To work with other agencies and groups who are interested in the goals we may have in common. To maintain close contact with constituent concerns and represent their needs to the department. To be visionary in providing policy, direction, and leadership to staff. To advocate adequate funding for the agency's activities.

- (1) This is the final agenda. Copies of the agenda will be available at the Idaho Department of Parks & Recreation, 5657 Warm Springs Avenue, Boise, Idaho. The agenda can also be found on the Department Website (parksandrecreation.idaho.gov) If you have questions or would like to arrange auxiliary aids or services for persons with disabilities, please contact the Department Administrator of Management Services at 208-334-4199. Accommodations for auxiliary aids or services must be made no less than five (5) working days in advance of the meeting.
 - (2) The Consent Agenda addresses routine items the board may approve without discussion. An item may be moved from this agenda area to another at the request of the Board.
 - (3) The Action Items address policy and program items the Board may wish to discuss prior to making a formal recommendation or decision. An item may be moved from this agenda area to another at the request of the Board.
 - (4) The Director's Report provides information only. An item may be moved from this agenda area to another at the request of the Board.

Please Note: Discussion times for agenda items are approximate.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA

Idaho Park and Recreation Board Meeting Shakespeare Festival Interpretive Center November 1-2, 2004

AGENDA ITEM: **Bruneau Dunes Natural Science Center Funding Update**

ACTION REQUIRED: **INFO ONLY, NO BOARD ACTION REQUIRED**

DIRECTOR: Robert L. Meinen

PRESENTER: Sheilah Prevost

PRESENTATION

BACKGROUND INFORMATION: Sixteen years ago, the Bruneau Dunes Park staff formed an alliance with the Boise Astronomical Society. The rationale behind their collaboration was that the park is nearly free from ambient night light, thus providing ideal conditions for astronomical viewing. In contrast, an examination of the dark sky map of the United States reveals smaller and smaller areas in the country where astronomers, both professional and amateur, are able to view the heavens at night without the glare of airports, parking lots, cities and suburbs.

Since the park provided such elegant viewing, on weekend evenings amateur astronomers brought their telescopes to witness the breathtaking activities in the sky over Idaho. From this simple beginning the "Idaho Star Parties" began. Today, more than 2,000 people annually attend these events.

The Boise Astronomical Society's membership donated their time and talent and funding. Others in the community chipped in and by 1997, the first observatory was up and running. *The cost of the observatory was just under \$200,000 and it was funded entirely by a variety of donors.*

Originally, classes were held in the observatory building. However, that space was soon outgrown. The next project was the adaptation of the existing former bathhouse. *The Steele-Reese Foundation contributed \$100,000 for the conversion of the bathhouse into a learning center.* Today we have an efficient, state-of-the-art auditorium for 60 where students from Idaho schools learn about the heavens through a direct link to the telescope in the park.

Last year, plans were finalized for the Solstice Plaza, an on-the-ground celestial calendar with stone benches for observation and hooded lights that illuminate the major walkways.

Perfectly aligned piers, with power outlets, will accommodate telescopes. *This \$100,000 project is fully funded and will be constructed within the next six months.*

The value of the park does not rest solely on the dark sky. The site is a geologist's dream with opportunities for studying biology, ornithology, herpetology. This is where the Natural Science Center Project comes in. Inside the building's classrooms we will have stereoptic microscopes, imaging equipment and individual bench lab facilities. Direct outreach to classrooms across the region and links to other science facilities will be possible. *The 4,500 square foot building is projected at a cost of \$1.5 million.*

A top-notch educational advisory team, chaired by Dr. Richard McCloskey, Professor of Biology at B.S.U., is guiding us in creating an appropriate educational environment.

The key to success in this project, as in any capital campaign, is funding. *The Idaho State Legislature has indicated they will contribute \$500,000 as a challenge grant for the project. The deadline for raising the matching funds is May 2005.* Currently, \$40,000 has been raised to meet the match. Another \$330,000 is available for construction; however those funds are *not* available for meeting the challenge grant.

ACTION ITEM Information only, no action required.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA

Idaho Park and Recreation Board Meeting

Shakespeare Festival Interpretive Center

Boise, Idaho

November 1-2, 2004

AGENDA ITEM: Reassessment of Current Fee Structure

ACTION REQUIRED: INFO ONLY, NO ACTION REQUIRED

DIVISION ADMINISTRATOR: Dean Sangrey

PROGRAM MANAGER: Dean Sangrey

PRESENTATION

BACKGROUND INFORMATION: The Department embarked on an aggressive revenue enhancement program in January 2004 with a modified fee schedule. Of the various elements included in the adjusted fee schedule, the requirement for payment of Idaho sales tax has resulted in a variety of operational and customer relation issues. With implementation of the requirement for payment of Idaho state sales tax on required transactions, revenue collections have generally met projections. However, a number of contentious issues have emerged as a result of Department efforts to collect the sales tax, primarily related to MVEF. Customer's struggle with the odd amounts required by the tax collection, which has resulted in overpayment of fees in some instances, as well as under payment, particularly at self-collect stations. Numerous complaints have been registered with staff, as well as suggestions that the fee be set at an even amount.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends that the Board authorize an adjustment in the state sales tax assessment. A suitable solution would be to round total payment amounts up or down to the nearest dollar. This would simplify the process for both the customer and Department staff, and will help expedite staff service to our customers.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

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AGENDA ITEM: **Camp Host Recognition**

ACTION REQUIRED: **NO BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PROGRAM MANAGER: Dean Sangrey

PRESENTATION

BACKGROUND INFORMATION: IDPR has received exceptional service and long-term benefits as a result of the relationships developed with our camp hosts over the years. They fill a unique niche in the services the Department provides for our customers and we need to consider some additional recognition for their commitment to our programs and the positive image they create for us.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends the Board approve the issuance of an annual pass to each host in recognition of their contribution to our programs.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☒ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Boise, Idaho
November 1-2, 2004

AGENDA ITEM: **Board Policy Change: Approval for Director to Authorize Park Events over 1000 attendees**

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PREGRAM MANAGER: Steve Frost

PRESENTATION

BACKGROUND INFORMATION: In 1994 the Board revised the rules governing Group Use activities in parks. This included a three-tiered approval process. Permits to allow group use were approved by park managers (less than 250 people), Director (250 – 1000 people) and the Board (1000 people or more).

In applying this policy, staff has realized several significant challenges. Since the Board meets quarterly, the time needed to turn permit requests around can take several months. The time required to approve large park events can be interpreted to some as poor customer service. Secondly, the amount of time that the Board and staff spend on group use permit requests is substantial.

Staff believes that eliminating the requirement of going to the Board for approval would streamline this process and provide for better customer service.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends the Board revise its policy for Group Use to allow the Director to approve all park events that exceed 250 people.

IDAPA 26.01.20 – RULES GOVERNING THE ADMINISTRATION OF PARK AND RECREATION AREAS AND FACILITIES

225.04 Group Use

- a. Groups of twenty-five (25) persons or more, or any group needing special considerations or deviations from these rules shall have a permit. Permits may be issued after arrangements have been made for proper sanitation,

population density limitations, safety of persons and property, and regulation of traffic.

- b. Permits for groups of up to two hundred fifty (250) people may be approved by the park manager with thirty (30) days advance notice. Permits for groups of more than two hundred fifty (250) people may be approved by the director with forty-five (45) days advance notice.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
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AGENDA

Idaho Park and Recreation Board Meeting

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Boise, Idaho

AGENDA ITEM: Board Policy
DEV 1:91 PLANNING OF STATE PARKS

ACTION REQUIRED: **BOARD ACTION REQUESTED**

INTERIM

DIVISION ADMINISTRATOR: Jane Wright

PROGRAM MANAGER: Myron Johnson

PRESENTATION

BACKGROUND INFORMATION: Board Policy ADM 3:75 states that policies are to be reviewed, amended or ratified at the fall board meeting during odd numbered years, or upon majority vote of the Board members during interim years.

Policy staff started the initial review of all policies in July 2002. We published the policies in their entirety in the August 4, 2003 Board Agenda. With this initial review staff members found many areas where either reorganization or business rules require some modification to the policies as written.

Staff recommended the project be broken down into segments over three Board meetings. This is to allow for proper time and discussion for each of the sections. At this meeting the staff will be presenting the Development/Planning/Acquisition (DEV) section for your review

This item was scheduled at the August 2004 meeting, but was held over until this meeting for final review. Staff will make a presentation regarding recommended changes prior to board action on this item.

ACTION ITEM

STAFF RECOMMENDATIONS: The Board adopts staff's recommended changes to Idaho Parks and Recreation Board Policies Manual for the Development section.

DEV. 1:91 – PLANNING OF STATE PARKS – Few responsibilities of a state park system are more important ~~that~~than planning. To ensure the needs of the people will be met with respect to state parks, there will be both system-wide and park-specific planning.

- I. System-wide planning shall consider, on a statewide basis, competitive demands for land use and the total recreation requirements of Idaho in order to assess the responsibility of the state in relation to federal, county, city special district governments, and the private sector.
- II. All planning shall be in conformance with the supply, demand, and need as outlined in the “Statewide Comprehensive Outdoor Recreation and Tourism Plan for Idaho.”
- ~~III.~~ At a minimum, a ~~five-year needs assessment plan shall be developed and~~Capital Inventory Needs Plan shall be updated annually. The plan will list the acquisition and development needs for the future and establish criteria ~~and priorities for same.~~ to be used with established priorities. The Plan should be used in the development of the agency’s annual budget request to the Division of Financial Management.
- ~~IV.~~ Park-specific planning shall include individual park: ~~master plans, site plans for development and management and interpretive plans, and they will be developed for each major park in the system.~~
- IV. ~~V. Such planning~~ general development plans, master plans, site plans, operation plans, resource plans, and interpretive plans. The scope of park specific planning will be determined on a case by case basis. All master plans shall follow the “State Park Master Plan Guidelines” document adopted by the board on July 31, 1997. Board in May 2001. This process anticipates the types, qualities, and, extent of needs of the public and determines the potential areas, the land-carrying capacity, and development and services to meet these needs with estimated costs for acquisition and operation.
- V. ~~VI. The five-year needs assessment plan and~~The capital inventory needs plan, all individual park master plans, trail plans, and natural resource plans will be reviewed and approved by the ~~board.~~Board. All changes to the ~~established five-year needs assessment and individual park master~~approved plans will also be reviewed and approved by the ~~board.~~Board.
- VI. ~~VII. Concession master plans will be developed for all existing and new concessions. They will be presented to the board for review and approval. The Director or Director’s designee shall approve park specific site, operating, and interpretive plans.~~

DEV. 2:75 – ACQUISITION OF STATE PARK LANDS – The acquisition program is vital to state parks and should continue commensurate with the needs of a growing population. Insofar as available funds will permit, public use of acquired areas should be made possible as soon as ~~practicable.~~A practical. A “Procedure to Identify and Evaluate Areas of Outstanding ~~natural.~~Natural, Scientific, Cultural, Historic or Recreational Value

in Idaho” has been adopted by the ~~board~~Board and will serve as the guideline for acquisition of state park units.

~~Any acquisition of property must be approved by the~~The Idaho Parks and Recreation ~~Board.~~Board must approve any acquisition of property.

DEV. 3:91 – CLASSIFICATION SYSTEM – *Idaho Code* 67-4219 states that “It is the intention of the legislature that the Department of Parks and Recreation protect, operate, maintain, and develop areas of scenic beauty, recreational utility, and/or historic, archaeological or scientific interest.” To provide for appropriate administration of these park and recreation areas, the ~~board~~Board adopted a “Classification System for the Recreation Resources in the State of Idaho” in 1973 and revised in 1999. Areas, which have been classified by the ~~board,~~Board, are listed below:

- | | |
|--|---------------------------------|
| A. — State Natural Parks | —— (None Classified) |
| —— Priest Lake | |
| —— Round Lake | F. — Under Study |
| —— Heyburn | —— Lake Cascade |
| —— Mary Minerva McCroskey Memorial | —— Lake Walcott |
| —— Mowry | |
| —— Dworshak | |
| —— Ponderosa | |
| —— Bruneau Dunes | |
| —— Malad Gorge | |
| —— Harriman | |
| —— Mesa Falls | |
| —— City of Rocks National Reserve | |
|
B. — Recreation Parks | |
| —— Farragut | |
| —— Winchester Lake | |
| —— Lucky Peak | |
| —— Bear Lake | |
| —— Henry’s Lake | |
| —— Hells Gate | |
| —— Eagle Island | |
| —— Crystal/Niagara Springs | |
|
C. — Historical Parks | |
| —— Three Island Crossing | |
| —— Massacre Rocks State Park and | |
| —— Register Rock Historical | |
| Monument | |
| —— Old Mission | |
| —— Land of the Yankee Fork | |
|
D. — Cultural Parks | |
| —— (None Classified) | |
|
E. — State Off-Road Vehicle Parks | |

Natural Parks

Priest Lake
Round Lake
Heyburn
Mary Minerva McCroskey Memorial
Mowry
Dworshak
Ponderosa
Bruneau Dunes
Malad Gorge
Harriman
Mesa Falls
City of Rocks National Reserve

Historical Parks

Three Island Crossing
Massacre Rocks State Park
Land of the Yankee Fork

Unclassified Park Lands

Trail of the Coeur d'Alenes
Ashton-Tetonia
Castle Rocks
Billingsley Creek
Earl M Hardy Box Canyon Springs Nature
Preserve

Recreation Parks

Farragut
Winchester Lake
Lucky Peak
Bear Lake
Henry's Lake
Hells Gate
Eagle Island
Crystal/Niagara Springs
Lake Cascade
Lake Walcott

Heritage Parks

Coeur d'Alenes Old Mission

DEV. 4:73 – SERVICES AND FACILITIES provided to the general public shall be in accordance with the master plan and the classification plan established for the use and development of each individual park. Considerations for providing services and facilities will be:

- I. Provision shall be made for a wide range of interests and activities.
- II. Each park will be developed for as many activities as is consistent with the classification, wise use, and protection of the facility or resource.
- III. To allow full park use by individuals who may or may not own recreation equipment, the Idaho Department of Parks and Recreation may consider the rental and sale of items appropriate in parks. The rental and/or sale may be accomplished by the department or by private concessionaire.

The ~~board~~Board recognizes the potential for competition with private enterprise ~~as the department becomes more aggressive in its efforts to operate in a more businesslike manner~~. However, an effort should be made not to unduly compete

with those ~~services, which~~ services that are provided locally by private enterprise. Items for rental and/or sale should include those items that are appropriate for the park and are in keeping with the park's classification, mission, and strategic objectives.

- IV. Park facilities shall be developed to facilitate services and to provide recreation opportunity. They shall be architecturally suited to theme and purpose of the park. Park facilities may include, but shall not be limited to, the following: lodges, cabins, winter sports structures, group camps, concessionaire buildings, activity buildings and shelters, comfort stations, visitor centers, environmental awareness centers, swimming pools, various courts, motorized trails, non-motorized trails, exhibits, playground apparatus, amphitheaters or programs areas, fish cleaning stations, beach or bathhouses, marinas, golf courses, employee residences, observation platforms, various types of campgrounds, various types of day use areas, maintenance buildings, and/or underwater recreation areas.
- V. Access for people with disabilities will be provided in all new development in compliance with ADA standards.
- VI. No facilities or services shall be permitted within a park, which encourages or contributes to the deterioration of the park environment or adjacent property.

DEV. 5:92 – NAMING UNITS OF THE STATE PARKS AND RECREATION SYSTEM – The following procedure will be used to identify, classify, and name new units of the state parks and recreation system.

A unit is identified as a separate area with its own boundaries. A state park consists of one or more units.

- I. **Permanent Classifications and Names** – Following the acquisition of a new ~~unit of the state parks system. The department~~ unit, the State Parks and Recreation Department will provide the ~~board~~ Board with a recommendation containing the unit's permanent name and classification. The department's recommendation will be based on the criteria outlined below and existing state regulations.
- II. **State Park Unit Names** – State ~~park~~ Parks and Recreation units, in most cases, should bear the name to which they have been historically known due to location, topography, natural resources, cultural values, etc. State park units may also be named in honor of a person or persons living or deceased.
- III. **Classification** – Units of state parks shall be classified in accordance with the guidelines established in the classification plan adopted by the ~~board on September 17, 1973.~~ Board on August 4, 1999.
- IV. **Naming of Areas or Sites Within Units** – The director may approve the use of a name to identify an area or site within a unit when this action is necessary or

desirable for any reason; such as, ease in identifying a site for users of the system, preparation of maps, etc. Names so selected may be altered or changed by the director as conditions warrant. The approval of a map or the use of a sign identifying an area shall constitute the director's approval and the recording of the director's actions.

DEV. 6:92 PROTECTION OF STATE PARKS AND RECREATION LANDS –

Lands acquired for ~~state parks~~ State Parks and Recreation should remain dedicated to that use and protected against exploitation contrary to that purpose, as specified in the Idaho Code, policies of the ~~board,~~ Board, and approved master plans. Uses not in conformance with the master plan should be considered only when no other reasonable means of accomplishing the purposes of that use are available and where there will be no destruction of park and recreation values.

DEV. 7:91 CONTRACTING AUTHORITY – The department has authority to conduct and hold public bid openings on public works contracts without going through the Division of Public Works, except for administrative office buildings. However, all plans and specifications must be designed by licensed consultants, and all contracts must be reviewed by the appropriate agency for conformance with provisions of the statutes, codes, and including accommodations for the accessibility of the physically challenged.

DEV. 8:91 LAND USE EVALUATION AND DISPOSAL OF STATE PARK

LANDS – The Board may, after considering the feasibility of operating any state park area, elect to no longer manage the area. In that case, the ~~Stand Land board~~ State Land Board shall be notified in writing that certain lands are surplus to the Idaho Department of Parks and Recreation. In those cases where the properties are leased, the appropriate lessor agency will be notified. Provision of the Park Land Trust legislation will be considered before disposal of any land or other valuable property.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA

Idaho Park and Recreation Board Meeting

Shakespeare Festival Interpretive Center

Boise, ID

November 1-2, 2004

AGENDA ITEM: **Reciprocity For OHV Registration**

ACTION REQUIRED: **NO BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PROGRAM MANAGER: Chuck Wells

PRESENTATION

BACKGROUND INFORMATION: Currently, the provisions of Idaho Code 67-7124 allow for a non-resident exemption in regards to OHV use in Idaho. The statute reads as follows:

NONRESIDENT -- EXEMPTION. The provisions of section 67-7122, Idaho Code, regarding registration shall not apply to any nonresident owner; provided that if a nonresident owner operates the vehicle for over thirty (30) days within this state he shall be subject to the registration provisions of law.

Increased visitation from out-of-state OHV users in Idaho though, has reached the point that some of the user groups in Idaho feel it may be necessary to eliminate this provision. At a meeting with IDPR OHV Program Manager Dave Claycomb and myself on October 13th, ITMA and TVTMA presidents Brett Madron and Steve Frisbee respectively, stated their intention to try and find a legislative sponsor to eliminate the aforementioned exemption. A suggested amendment might read:

67-7124. NONRESIDENT -- EXEMPTION. The provisions of section 67-7122, Idaho Code, regarding registration shall not apply to any nonresident owner; provided that if a nonresident owner operates the vehicle for over thirty (30) days within this state he shall be subject to the registration provisions of

law.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends Board support for this effort, and for staff to provide technical assistance as needed.

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA

Idaho Park and Recreation Board Meeting

Shakespeare Festival Interpretive Center

Boise, Idaho

November 1-2, 2004

AGENDA ITEM: **Eagle Island State Park Master Plan Amendment and Closure**

ACTION REQUIRED: **BOARD ACTION REQUIRED**

INTERIM

DIVISION ADMINISTRATOR: Jane Wright

PREGRAM MANAGER: Steve Frost

PRESENTATION

BACKGROUND INFORMATION: The original Eagle Island State Park General Development Plan was prepared by Richard Carothers and Associates of Boise and approved by the Board in November 1980. The plan was updated to the Eagle Island State Park Master Plan by Beck & Baird, Landscape Architecture-Planning-Urban Design consultants of Boise and approved by the Board on November 9, 2000.

During the update of the master plan, a 7-person citizen advisory committee was formed to work with staff and the consultants throughout the planning process and to assist in developing preferred alternatives for future development and management of Eagle Island State Park. Public input on the master plan update included: two public workshops on January 25, 2000 and two public open house sessions on the draft master plan on July 11, 2000, all held at the Eagle Public Library. The updated master plan was presented to and favorably received by the Ada County Development Services staff on July 24, 2000; the Treasure Valley Partnership (with 20 persons in attendance) on August 28, 2000; the Ada County Planning and Zoning Commission on August 31, 2000 and the City of Eagle Parks and Pathways Committee on September 20, 2000. The plan was also presented at a 34-person walking tour of the former prison farm at the park that was conducted by the Eagle Historical Society on October 7, 2000.

At the August 5, 2003 Board meeting in Sun Valley, Idaho, the Board moved to “open the Eagle Island State Park Master Plan for additional public input and Board review to address the potential of the Regional Park concept.” The motion to open the master plan came at the request of the Treasure Valley Partnership (TVP). The TVP wished to investigate the possibility of developing Eagle Island State Park into a regional park concept that might offer

such amenities as “a sports complex, equestrian trails, water sports facility, as well as outdoor education.”

A meeting of IDPR and TVP staff was held on December 8, 2003 to establish parameters for the Eagle Island State Park Master Plan. Another discussion was held between IDPR and TVP staff in October 2004 to notify TVP of IDPR’s intent to close the Eagle Island State Park Master Plan and reaffirm the plan’s proposed development rather than pursue a regional park concept.

While the master plan has been open, a proposal has been brought to the agency to extract gravel in the park. The master plan neither discourages nor promotes gravel extraction in the park. It does, however, recognize its potential, and on page III-10 states, “The soils are limited as a resource for construction materials. Individual soil types should be investigated prior to utilizing as construction materials. However, the site is generally considered good for aggregate extraction activities. Neighboring sites have been, or are presently being, mined for aggregates.”

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends the Board reconfirm its initial approval of the proposed development outlined in the Eagle Island State Park master plan. In order to implement the master plan, staff recognizes the potential benefit to the park that gravel extraction could provide. Benefits to the park, both in the construction of park and recreation facilities for users and in the provision of revenue to fund additional needed facilities, would help the department achieve the desired outcome of the plan.

Therefore, staff further recommends that the Soils section of Chapter 3 of the Eagle Island State Park Master Plan be amended to include, “Gravel extraction activities within the park may be allowed in order to implement the master plan.” With this amendment to the Master Plan, staff recommends that the Eagle Island State Park Master Plan be closed.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☒ BOARD POLICY X INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
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AGENDA ITEM: **Preliminary Concept Plan for Eagle Island State Park**

ACTION REQUIRED: **INFO ONLY, NO ACTION REQUIRED**

INTERIM

DIVISION ADMINISTRATOR: **Jane Wright**

DEVELOPMENT PLANNER: **John Crowe**

PRESENTATION

BACKGROUND INFORMATION: The Board directed staff to bring forward a very preliminary concept for the development of Eagle Island State Park. The concept does include water features and other recreational facilities included in the Master Plan that could be partially funded through revenue generated from gravel extraction activities.

The concept the Board is trying to achieve is a plan that will benefit the park and its users and be in the best interest of the state by using resources on site to help with the funding of the development.

ACTION ITEM

STAFF RECOMMENDATIONS: information only, no action required

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA

Idaho Park and Recreation Board Meeting

November 1–2, 2004

Shakespeare Festival Interpretive Center

Boise, Idaho

AGENDA ITEM: **Park Master Planning Process**

ACTION REQUIRED: **NO BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Jane Wright

PROGRAM MANAGER: Myron Johnson

PRESENTATION

BACKGROUND INFORMATION: The Board asked for an update at their last meeting about how we go about planning for parks. Copies of the Idaho State Park Master Plan Guidelines approved by the Board in May 2001 will be available at the Board meeting. See Idaho State Parks Planning Documents List attached for the status of Master Plans, Natural Resource Management Plans and Trail Management Plans approved by the Board.

ACTION ITEM

STAFF RECOMMENDATIONS: No action is needed on this item.

Idaho State Parks
Planning Documents List

Date: <u>August 4, 2004</u>				
Region and Park No.	Park Units	Last Master Plan Approval Date	Last Natural Resource Management Plan Date	Last Trail Management Plan
North 11	Priest Lake	7/22/1988	4/30/2002	
North 13	Round Lake			
North 14	Trail of the Coeur d'Alenes			
North 15	Farragut	12/12/1975	4/30/2002	
North 16	Old Mission	8/4/1999		
North 17	Mowry	5/15/1987		
North 18	Heyburn	11/3/1989	10/24/1997	
North 19	Coeur d'Alene Parkway			
North 21	Mary Minerva McCroskey	6/18/1993	11/5/1999	
North 22	Dworshak			
North 23	Hells Gate	Jun-74		
North 25	Winchester Lake			
South 31	Ponderosa	6/23/1994	95% complete	
South 32	Eagle Island	11/9/2000		
South 34	Barber Pool Natural Area	Sep-02		
South 34	Lucky Peak	7/27/1988		
South 35	Bruneau Dunes			
South 36	Three Island Crossing			
South 37	Lake Cascade	Feb-02	Sep-01	
South 41	Malad Gorge ¹	7/24/1975		
South 42	Niagara Springs ¹			
South 43	Box Canyon ¹			
South	Billingsley Creek ¹			
East	Castle Rocks			
East 44	City of Rocks	2/1/1996	2/1/1996	
East 46	Lake Walcott			
East 51	Massacre Rocks			
East 53	Bear Lake	11/9/1979		
East 61	Harriman	8/13/2002		8/4/2004
East 62	Henrys Lake			
East 63	Mesa Falls			
East 64	Ashton-Tetonia Trail			
East 65	Land of the Yankee Fork			

¹ Units of the Thousand Springs Park District

- ☐ Board Policy Requested
☐ Procedures Manual Requested

Idaho Park and Recreation Board Meeting

November 1-2, 2004

Shakespeare Festival Interpretive Center
Boise, Idaho

AGENDA ITEM: Financial Statement
BOARD ACTION REQUESTED

PRESENTER: Jane Wright, CPA, CIA
Financial Officer

BACKGROUND: Enclosed are the Idaho Department of Parks & Recreation's Fiscal Year 2005 Financial Statements for the first quarter ending September 30, 2004.

A fund description along with the source and use of the agency's various funds is included along with the financial statements.

Appropriated amounts reflect transfers between personnel, operating, capital, and trustee & benefits allowed pursuant to IC §67-3511.

A summary of the financial status by Division is as follows:

Management Services:

Personnel: Savings from vacant positions are not material at the end of the first quarter and expenditures overall are within 1% of last year for the same time period. The appropriation and expenditures include the 1% bonus paid as a result of state revenue meeting projections pursuant to H.B.805. Any unexpended 1% money is restricted and will revert at the end of the fiscal year.

Operating: Expenditures in Operating are generally higher in the first quarter than subsequent quarters due to annual interagency service billings to the State Controller's Office for data processing, the Attorney General's Office for legal services, the Legislative Services Office for audit work, the Division of Administration for postage that is paid 6 months in advance, and other incidental services paid to other state agencies. Expenditures overall are within 1% of last year for the same time period.

Capital: The appropriation is predominantly for replacement vehicles for the motor pool at headquarters. These vehicles will be ordered when the Division of Purchasing awards the bid at the state level for vehicles in the spring.

Trustee & Benefits: Funds are expended or encumbered as follows:

- Parks & Rec Sawtooth National Recreation Area (SNRA) - Eighty Five percent of receipts from the sale of a specialty license plate are transferred to the SNRA quarterly pursuant to a Memorandum of Understanding.
- Waterways Improvement, Off Road MV, Road & Bridge, Motorbike, Rec Vehicle and Federal Funds are encumbered and expended as the Board approves grants.
- Petroleum Violation funds are expended as approved by the Director. Cash available in this fund as of September 30, 2004 was \$28,798.

Operations

Personnel: Expenditures are in alignment with projections showing little or no variance in % Obligated compared to last fiscal year for the same time period. The appropriation and expenditures include the 1% bonus paid as a result of state revenue meeting projections pursuant to H.B.805. Any unexpended 1% money is restricted and will revert at the end of the fiscal year.

Operating: Expenditures are in alignment with projections showing little or no variance in % Obligated compared to last fiscal year for the same time period.

Capital: Appropriations have been allocated to the 3 regions and various programs as approved in the budget. Large ticket items such as vehicles and snow groomers will be purchased later in the fiscal year.

Trustee & Benefits: Trustee & Benefit expenditures appropriated for the Cross Country Ski and Snowmobile programs are generally utilized for requests submitted by the respective groomer programs during the season.

Capital Projects:

Capital: As cash becomes available in funds 0410.01 Enterprise and 0496.03 Park Land Trust to support the appropriated amounts shown, planned projects can move forward.

Statement of Cash Balances

as of September 30, 2004

Fund	Reason for Increase/(Decrease)
0125 Indirect Cost Recovery	Indirect funds are transferred in as cash is received from the federal government under the Recreational Trails and Land and Water Conservation Fund programs. Transfers In fluctuate depending on projects completed within the time period. An administrative fee is also assessed and transferred into this account for routine agency personnel and operating expenditures funded with federal dollars at Lake Cascade, Lake Walcott and in the Boat Safety program. The Unobligated Cash Balance in this fund appears sufficient to meet ongoing operating needs for FY2005 in addition to anticipated reimbursements.
0243 Park & Recreation	The Unobligated Cash Balance at the end of the 1 st Quarter of \$2,184,318 is significantly higher than anticipated at the end of the season. Revenue increased predominantly because of eliminating the motor vehicle entry fee exemption for campers, adding sales tax to the consumer, and bringing cabins or yurts on line for the season. In addition, most parks experienced strong visitation throughout the summer.
0243.03	Revenue related to the sale of the Sawtooth License Plate increased 5%. The Idaho Transportation Department administers the sale of the plates and transfers proceeds to the IDPR. The Sawtooth Society expends proceeds for applicable projects under the terms and conditions of an Agreement with the IDPR.
0247 Recreational Fuels	Revenue for gas tax at the end of the first quarter is up 9.2%. Revenue in this fund is projected to remain stable with minor fluctuations through FY2005. Expenditures are predominantly for projects in all fund details except the Rec. Fuels Fund, 0247.06, which tracks allowable proceeds for administrative expenses and related expenditures.
	There is a negative Unobligated Cash Balance of \$137,323 in the Waterways Fund 0247.02. However, funds are encumbered at the beginning of the year for all grants awarded. Revenue is projected to meet or exceed obligations by the end of the fiscal year, bringing the Cash Balance into a positive position. The

loan to the Federal Fund (0348) in the amount of \$350,000 is not included in the ending Cash Balance.

The ending Cash Balance and Unobligated Cash Balance for all other gas tax fund details (Capital Improvement, Off Road Motor Vehicle, and Road & Bridge) are all positive and as anticipated. The loan from Capital Improvement 0247.01 to the Federal Fund (0348) in the amount of \$300,000 is not included in the ending Cash balance.

0250.01
0250.02
^a0250.03
^b0250.04
Registration Revenue

Revenue fluctuates due to timing in processing. See Fiscal Year 2006 Board Budget Book for details on increases or decreases in the number of registrations by type for the season.

^aRevenue in the Snowmobile Fund (0250.03) comes from the sale of Snowmobile Stickers & the sale of Snowmobile License plates. The Cash Balance from the sale of License Plates totals \$105,357. Undesignated funds total \$111,632 at the end of September.

^bThe Cash Balance in the Motorbike Fund includes the 15% administrative portion of \$266,704.

0250.05
Recreational Vehicle

The registration fee for recreational vehicles (RV - motor homes) is calculated on the value of the unit. Fiscal year Transfers In for this fund at the end of September were up 2.4%.

0348
Federal Funds

The ending Cash Balance includes advances from other funds in the amount of \$1,150,000 (\$350,000 from Waterways Fund 0247.02 and \$500,000 from the Park & Recreation Fund 0243, and \$300,000 from the Capital Improvement Fund 0247.01). The IDPR is on a reimbursement basis so cash is drawn from the federal government after the expense is incurred.

0349
Miscellaneous
Revenue

Activity in this fund is related to non-federal grants. Revenue and expenditure fluctuations are not comparable between fiscal years.

0410.01
Enterprise Fund

Gross revenue in the Enterprise fund decreased 13.9% while expenditures were up 12.4%. The decreases were recorded in the following enterprise accounts:

- Dworshak -\$13,000
- Hells Gate Marina -\$12,000
- Ponderosa – Lakeview -\$28,000

The reduction in revenue at Ponderosa is due to the mobile homes being removed from Lakeview Village for planned development.

0410.02
Business Account
Continuous Spending
Authority

Revenue decreased 9.2%. This account was designed to accommodate revenue-generating activities such as resale, canoe rentals, etc. Total sales volume in dollars is relatively small with little impact to overall agency operations.

0494.05
Petroleum Violation

The revenue is from interest received. These are one-time funds appropriated in Fiscal Year 1998. Funds are obligated for projects as interest is earned.

0496.01
Donations

The revenue in this fund is from donations to individual parks or programs. The three largest cash balances are: Scovill Estates Donations \$578,292; Three Island Interpretive Center \$89,796; and Farragut Non-Specific Donations \$51,839.

0496.02
Harriman

The park manager anticipated a decrease in revenue in the last quarter because of hosting the Historic Preservation School. Expenses are consistent with last fiscal year for the same time period.

0496.03
Park Land Trust

The majority of the cash (long and short term) in this fund is held in trust for specific parks or one time revenue earned from timber sales that will be used for natural resource management plans and related activity across the state park system. Those balances are as follows:

Resource Management	\$348,987
Mowry	\$218,624
Mary M McCroskey	\$876,227
Lucky Peak	\$215,351
Development	\$712,795
Lakeview/Kokanee Cove Acquisition	\$90,043

0496.05

The Interim Agreement with the UPRR to reimburse routine operating expenses ended on June 30, 2004. IDPR will no

longer be able to bill for those expenses. The agency can still request reimbursement for expenses related to oversight activities.

As of September 30, the cash balance in the Wells Fargo investment account was \$3,220,403. An agreement must be signed before cash can be used out of this account. The goal is to fund routine annual operating expenses off of the interest earned from this investment. Per state law, the funds must be invested through the State Treasurer's Office once transferred to the Department.

RECOMMENDATION: Staff recommends that the Board approve the financial report as presented.

**IDAHO DEPARTMENT OF PARKS & RECREATION
SOURCES AND USES OF FUNDS**

Fund Number	Name & Source of Funds	Use of Funds
0001	General Account: General state taxes & interest	Any appropriated purpose
0125	Federal Indirect Cost: Federal grant indirect cost recovery	General agency administrative costs and Recreation Bureau federal grant administration
0243	Park & Recreation Account: Park general operational revenues from fees, licensing administration and vendor fees	Any agency operational costs
0243.02	Park & Recreation Account: 15% Administrative Fee from processing recreational vehicle registrations.	Any appropriated expenditure related to the administration of registering Snowmobiles, boats, or Park 'n Ski Permits
0243.03	Park & Recreation Account: Sawtooth National Recreation Area Special License Plate sales.	For use in the maintenance of parks and facilities. Ten dollars of each initial fee and \$10 of each renewal fee shall be deposited in the state treasurer in the park and recreation fund.
0243.04	Non-Motorized Boating: Revenue from the sale of the cutthroat wildlife plate sold pursuant to ARS §49-417 (2)(c)	For the construction and maintenance of nonmotorized boating access facilities for anglers.
0247.01	Parks & Rec. Capital Improvement: Gas Tax	Capital improvements and related costs
0247.02	Waterways: Gas Tax	Operational costs for the boating programs and grants for boating safety or facilities

**IDAHO DEPARTMENT OF PARKS & RECREATION
SOURCES AND USES OF FUNDS**

Fund Number	Name & Source of Funds	Use of Funds
0247.04	Parks & Rec. Road & Bridge: Gas Tax	Portion for park road improvements and portion for county recreation access & road improvements
0247.06	Recreational Fuels Administration: The allowable 20% of gasoline and/or aircraft engine fuel tax received into fund 0247	Any agency administrative expense.
0250.01	State Vessel Account: 85% of state boat registration fees	Distributed to counties based on licensee designations
0250.02	Cross Country Skiing: 85% of cross country ski parking permits & rental income from Idaho City Yurt System	Operational costs for cross country skiing program, contracts for ski area grooming and plowing, and yurt maintenance.
0250.03	State Snowmobile: 85% of snowmobile license fees	Distributed to designated eligible counties. Undesignated funds used for grants or related maintenance
0250.04	Motorbike: 85% of motorbike license fees and 15% allowable for administration	Operational costs of the trail ranger program, grants for motorbike related projects and administrative costs in the Registration Section.
0250.05	Recreational Vehicle: Portion of RV license fees	Operational costs of the state RV program and grants for RV projects
0348	State Federal Funds: Boating Safety LWCF, National Trails Program, and memorandums of understanding to operate state parks	Agency federally funded acquisition & development, pass through federal grants and federal MOU's and contracts

**IDAHO DEPARTMENT OF PARKS & RECREATION
SOURCES AND USES OF FUNDS**

Fund Number	Name & Source of Funds	Use of Funds
0410.01 0410.02	Parks & Rec Enterprise: Enterprise operations such as marinas, owned cabins etc. Fund 0410.02 has continuous spending authority.	Operation of enterprise functions and purchase of goods for resale
0494	Petroleum Price Violation Fund - Redistribution to the states from the U.S. Department of Energy	Non-Motorized trail projects throughout Idaho
0496.01	Park Donations: Donations & Contributions	General or specific donation purposes
0496.02	Harriman Trust: Harriman park fees, revenues and investment earnings	Harriman ranch operation and maintenance, development or acquisition
0496.03	Park Land Trust: Trust Funds including balance of seed moneys for McCroskey Trust.	Acquisition of land and related costs, investment of trust funds for specific purposes
0496.05	The Trail of the Coeur d'Alenes	Operation and maintenance of the rail to trail line from Plummer to Mullan
0496.06	State Trust for Outdoor Recreation Enhancement (STORE) Act Idaho Statutes 67-4245 thru 4247 Donations	Trust fund to address Idaho's outdoor recreation needs

IDAHO DEPARTMENT OF PARKS & RECREATION
FY 2004 FINANCIAL STATEMENT
September 30, 2004

Program/Type	Appropriation	Expenditures	Encumbrance	Balance	% Obligated	Prior Year % Obligated
Management Services:						
Personnel:	2,902,626	658,107	0	2,244,519	22.67%	23.68%
Operating:	1,234,274	445,617	10,000	778,657	36.91%	35.70%
Capital:	116,313	5,600	0	110,713	4.81%	69.89%
Trustee:	7,913,587	2,154,125	2,051,514	3,707,948	53.14%	53.52%
	12,166,800	3,263,449	2,061,514	6,841,837	43.77%	45.65%
Operations:						
Personnel:	7,885,903	2,297,450	0	5,588,453	29.13%	29.02%
Operating:	3,694,605	959,037	0	2,735,568	25.96%	25.89%
Capital:	1,912,000	126,350	25,285	1,760,365	7.93%	3.15%
Trustee:	65,000	0	0	65,000	N/A	0.00%
	13,557,508	3,382,836	25,285	10,149,387	25.14%	24.75%
Capital Projects:						
Personnel:	0	0	0	0	0.00%	0.00%
Operating:	0	0	0	0	0.00%	0.00%
Capital:	14,241,921	74,248	10,000	14,157,673	0.59%	4.50%
Trustee:	0	0	0	0	N/A	N/A
	14,241,921	74,248	10,000	14,157,673	0.59%	4.50%
Total Agency	\$39,966,229	\$6,720,534	\$2,096,799	\$31,148,896	22.06%	25.77%

IDAHO DEPARTMENT OF PARKS & RECREATION

FY 2004 FINANCIAL STATEMENT

September 30, 2004

Program/Type	Fund	Appropriation	Expenditures	Encumbrances	Balance	% Obligated
Management Services:						
Personnel:						
General	0001	1,584,800	362,344	-	1,222,456	22.86%
Federal Indirect	0125	213,400	44,723	-	168,677	20.96%
Parks & Rec	0243	449,582	90,809	-	358,773	20.20%
Parks & Rec Reg	0243.02	218,918	56,923	-	161,995	26.00%
Rec Fuels Admin	0247.06	295,600	72,273	-	223,327	24.45%
b Motorbike	0250.04	12,953	3,327	-	9,626	25.68%
b Rec Vehicle	0250.05	76,347	17,083	-	59,264	22.38%
Federal Grant	0348	48,026	10,625	-	37,401	22.12%
Misc Special	0349	3,000	-	-	3,000	0.00%
		2,902,626	658,107	0	2,244,519	22.67%
Prior Yr.		2,735,601	647,692	0	2,087,909	23.68%
Operating:						
General	0001	247,000	171,798	-	75,202	69.55%
Federal Indirect	0125	36,700	784	-	35,916	2.14%
Parks & Rec	0243	423,500	80,198	-	343,302	18.94%
Parks & Rec Reg	0243.02	273,500	142,429	-	131,071	52.08%
Rec Fuels Admin	0247.06	43,600	714	-	42,886	1.64%
b Cross Country Ski	0250.02	37,900	13,565	-	24,335	35.79%
b Motorbike	0250.04	95,400	36,054	-	59,346	37.79%
b Rec Vehicle	0250.05	39,074	74	-	39,000	0.19%
Federal Grant	0348	17,600	-	-	17,600	0.00%
Misc Special	0349	20,000	-	10,000	10,000	50.00%
		1,234,274	445,617	10,000	778,657	36.91%
Prior Yr.		1,205,000	405,488	24,677	774,835	35.70%
Capital:						
Parks & Rec	0243	4,000	4,000	-	-	100.00%
a Waterways Imp	0247.02	38,713	-	-	38,713	0.00%
Rec Fuels Admin	0247.06	42,000	-	-	42,000	0.00%
b Rec Vehicle	0250.05	1,600	1,600	-	-	100.00%
Federal Grant	0348	30,000	-	-	30,000	0.00%
		116,313	5,600	0	110,713	4.81%
Prior Yr.		186,000	0	130,000	56,000	69.89%
Trustee:						
Parks & Rec SNRA	0243.03	60,000	10,162	-	49,838	16.94%
a Waterways Imp	0247.02	980,487	183,075	759,850	37,562	96.17%
a Off Road MV	0247.03	500,000	226,050	273,431	519	99.90%
a Road & Bridge	0247.04	300,000	-	300,000	-	100.00%
b State Vessel	0250.01	1,750,000	488,657	-	1,261,343	27.92%
b Cross Country Ski	0250.02	20,900	-	-	20,900	0.00%
b Snowmobile	0250.03	1,205,000	779,520	-	425,480	64.69%
b Motorbike	0250.04	70,700	7,155	-	63,546	10.12%
b Rec Vehicle	0250.05	1,451,400	385,212	360,432	705,756	51.37%
Federal Grant	0348	1,525,100	74,295	357,800	1,093,005	28.33%
Petroleum Violation	0494.05	50,000	-	-	50,000	0.00%
		7,913,587	2,154,125	2,051,514	3,707,948	53.14%
Prior Yr.		8,588,850	2,234,546	2,362,441	3,991,863	53.52%
Total Management Services		\$12,166,800	\$3,263,449	\$2,061,514	6,841,837	43.77%
Prior Yr.		\$12,715,451	\$3,287,727	\$2,517,118	6,910,606	45.65%

IDAHO DEPARTMENT OF PARKS & RECREATION

FY 2004 FINANCIAL STATEMENT

September 30, 2004

Program/Type	Fund	Appropriation	Expenditures	Encumbrances	Balance	% Obligated
Operations:						
Personnel:						
General	0001	4,309,300	1,100,467	-	3,208,833	25.54%
Federal Indirect	0125	36,700	8,755	-	27,945	23.86%
Parks & Rec	0243	1,441,500	685,977	-	755,523	47.59%
a Capital Imp	0247.01	4,072	-	-	4,072	0.00%
Rec Fuels Admin	0247.06	242,228	61,814	-	180,414	25.52%
b Cross Country Ski	0250.02	67,166	11,084	-	56,082	16.50%
b Motorbike	0250.04	194,529	65,328	-	129,201	33.58%
b Rec Vehicle	0250.05	54,005	14,474	-	39,531	26.80%
Federal Grant	0348	934,300	181,935	-	752,365	19.47%
Misc Special	0349	6,700	-	-	6,700	0.00%
Enterprise	0410.01	313,300	114,560	-	198,740	36.57%
Business Accounts	0410.02	10,103	10,103	-	-	N/A
Park Donations	0496.01	65,450	-	-	65,450	0.00%
Harriman	0496.02	76,098	13,411	-	62,687	17.62%
Park Land Trust	0496.03	63,742	4,965	-	58,777	7.79%
Trail of the CDA's	0496.05	66,710	24,576	-	42,134	36.84%
		7,885,903	2,297,450	0	5,588,453	29.13%
Prior Yr.		7,667,086	2,224,822	0	5,442,264	29.02%
Operating:						
General	0001	727,800	332,257	-	395,543	45.65%
Federal Indirect	0125	2,400	238	-	2,162	9.90%
Parks & Rec	0243	1,183,000	139,769	-	1,043,231	11.81%
Cutthroat Wildlife Plate	0243.04	45,000	-	-	45,000	0.00%
a Road & Bridge	0247.04	1,000	761	-	239	N/A
Rec Fuels Admin	0247.06	104,100	14,484	-	89,616	13.91%
b Cross Country Ski	0250.02	43,523	3,587	-	39,936	8.24%
b Snowmobile	0250.03	60,000	131	-	59,869	0.22%
b Motorbike	0250.04	76,677	18,619	-	58,058	24.28%
b Rec Vehicle	0250.05	110,000	539	-	109,461	0.49%
Federal Grant	0348	306,000	82,852	-	223,148	27.08%
Misc Special	0349	77,500	1,743	-	75,757	2.25%
Enterprise	0410.01	643,800	256,828	-	386,972	39.89%
Business Accounts	0410.02	70,105	70,105	-	-	N/A
Park Donations	0496.01	83,650	1,466	-	82,184	1.75%
Harriman	0496.02	40,000	4,249	-	35,751	10.62%
Park Land Trust	0496.03	88,750	24,311	-	64,439	27.39%
Trail of the CDA's	0496.05	31,300	7,098	-	24,202	22.68%
		3,694,605	959,037	0	2,735,568	25.96%
Prior Yr.		3,542,685	904,722	12,555	2,625,409	25.89%
Capital:						
Parks & Rec	0243	316,000	841	-	315,159	0.27%
a Capital Imp	0247.01	347,700	78,093	-	269,607	22.46%
a Off Road MV	0247.03	827,000	-	-	827,000	0.00%
b Cross Country Ski	0250.02	66,000	-	-	66,000	0.00%
b Snowmobile	0250.03	33,000	-	-	33,000	0.00%
b Motorbike	0250.04	39,500	-	-	39,500	0.00%
b Rec Vehicle	0250.05	6,400	-	-	6,400	0.00%
Federal Grant	0348	196,200	43,799	25,285	127,116	35.21%
Enterprise	0410.01	62,200	3,617	-	58,583	5.82%
Park Land Trust	0496.03	18,000	-	-	18,000	0.00%
		1,912,000	126,350	25,285	1,760,365	7.93%
Prior Yr.		1,702,800	32,371	21,275	1,649,154	3.15%

IDAHO DEPARTMENT OF PARKS & RECREATION

FY 2004 FINANCIAL STATEMENT

September 30, 2004

Program/Type	Fund	Appropriation	Expenditures	Encumbrances	Balance	% Obligated
Operations (continued):						
Trustee:						
b Cross Country Ski	0250.02	20,000	-	-	20,000	0.00%
b Snowmobile	0250.03	45,000	-	-	45,000	0.00%
		65,000	0	0	65,000	0.00%
	Prior Yr.	0	0	0	-	53.52%
Total Park Operations		\$13,557,508	\$3,382,836	\$25,285	\$10,149,387	25.14%
	Prior Yr.	\$12,912,572	\$3,161,915	\$33,830	9,716,826	24.75%

Program/Type	Fund	Appropriation	Expenditures	Encumbrances	Balance	% Obligated
Capital Projects:						
c Capital:						
General	0001	400,000	-	-	400,000	0.00%
Parks & Rec	0243	395,325	13,484	-	381,841	3.41%
a Capital Imp	0247.01	946,832	10,497	-	936,335	1.11%
a Waterways Imp	0247.02	598,310	-	-	598,310	0.00%
a Off Road MV	0247.03	184,174	-	-	184,174	0.00%
a Road & Bridge	0247.04	667,558	11,845	10,000	645,713	3.27%
a Rec Vehicle	0250.05	4,287,718	36,952	-	4,250,766	0.86%
Federal Grant	0348	2,253,732	-	-	2,253,732	0.00%
Misc Special	0349	798	-	-	798	0.00%
Enterprise	0410.01	1,122,500	667	-	1,121,833	0.06%
Park Donations	0496.01	3,000,000	-	-	3,000,000	0.00%
Park Land Trust	0496.03	384,975	803	-	384,171	0.21%
		14,241,921	74,248	10,000	14,157,673	0.59%
Total Development		\$14,241,921	\$74,248	\$10,000	14,157,673	0.59%
	Prior Yr.	\$11,266,333	\$506,604	\$0	10,759,729	4.50%
a Recreational Fuels						
b Registration Funds						
c Includes Prior Year Reappropriation						
d Transferred to Fund 0496.04						
Total Agency		\$39,966,229	\$6,720,534	\$2,096,799	\$31,148,896	22.06%
	Prior Yr.	\$36,894,355	\$6,956,246	\$2,550,948	27,387,162	25.77%

IDAHO DEPARTMENT OF PARKS & RECREATION

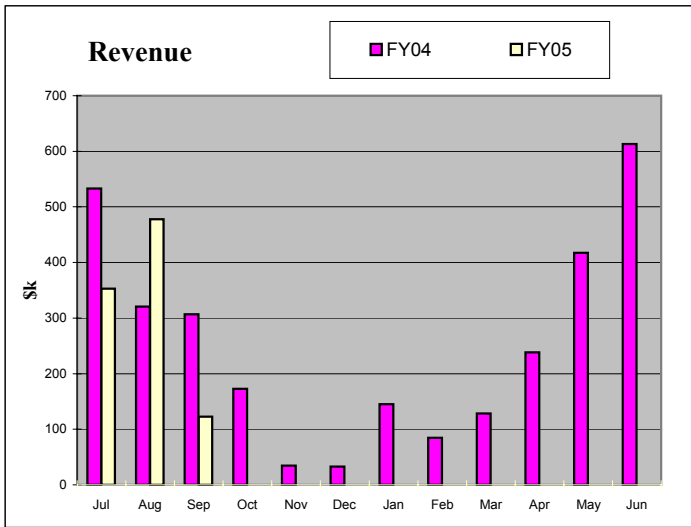
FY 2004 FINANCIAL STATEMENT

September 30, 2004

Program/Type	Fund	Appropriation	Expenditures	Encumbrances	Balance	% Obligated	% Prior Year
Fund Summary							
General	0001	7,268,900	1,966,866	0	5,302,034	27.06%	28.27%
Federal Indirect	0125	289,200	54,500	0	234,700	18.85%	21.00%
Parks & Rec	0243	4,212,907	1,015,079	0	3,197,829	24.09%	29.29%
Parks & Rec	0243.02	492,418	199,352	0	293,066	40.48%	24.39%
Parks & Rec	0243.03	60,000	10,162	0	49,838	16.94%	19.24%
Cutthroat Wildlife Plate	0243.04	45,000	0	0	45,000	0.00%	0.00%
Capital Imp	0247.01	1,298,604	88,589	0	1,210,014	6.82%	2.49%
Waterways Imp	0247.02	1,617,510	183,075	759,850	674,585	58.29%	58.26%
Off Road MV	0247.03	1,511,174	226,050	273,431	1,011,693	33.05%	28.61%
Road & Bridge	0247.04	968,558	12,606	310,000	645,952	33.31%	1.85%
Rec Fuels Admin	0247.06	727,528	149,285	0	578,243	20.52%	16.93%
State Vessel	0250.01	1,750,000	488,657	0	1,261,343	27.92%	30.10%
Cross Country Ski	0250.02	255,489	28,236	0	227,253	11.05%	10.46%
Snowmobile	0250.03	1,343,000	779,651	0	563,349	58.05%	44.88%
Motorbike	0250.04	489,759	130,483	0	359,276	26.64%	29.33%
Rec Vehicle	0250.05	6,026,544	455,935	360,432	5,210,176	13.55%	24.97%
Federal Grant	0348	5,310,958	393,505	383,085	4,534,367	14.62%	46.81%
Misc Special	0349	107,998	1,743	10,000	96,255	10.87%	22.12%
Enterprise	0410.01	2,141,800	375,671	0	1,766,129	17.54%	16.78%
Public Recreation	0410.02	80,208	80,208	0	0	100.00%	100.00%
Petroleum Violation	0494.05	50,000	0	0	50,000	0.00%	0.00%
Park Donations	0496.01	3,149,100	1,466	0	3,147,634	0.05%	0.03%
Harriman	0496.02	116,098	17,660	0	98,438	15.21%	15.80%
Park Land Trust	0496.03	555,467	30,079	0	525,388	5.42%	11.97%
Trail of the CDA's	0496.05	98,010	31,675	0	66,335	32.32%	41.57%
		\$39,966,229	\$6,720,534	\$2,096,799	\$31,148,896	22.06%	25.77%

IDAHO DEPARTMENT OF PARKS & RECREATION										
FY2005 STATEMENT OF CASH BALANCES										
As of September 30, 2004										
Fund	Fund Name	YTD Revenues	% Chg Pry Yr	YTD Transfers In	% Chg Pry Yr	YTD Expenses	% Chg Pry Yr	Cash Balance	Encumbrance	Unobligated Cash Balance
0125	Federal Indirect	-	-100.0%	58,637	-68.8%	(59,500)	56.3%	614,427	8,000	606,427
0243	Parks & Rec	953,158	-17.9%	18,666	N/A	(1,021,649)	-4.1%	2,224,350	40,032	2,184,318
0243.02	Parks & Rec - Registration	98,648	-13.6%	-	N/A	(216,614)	71.4%	461,896	70,000	391,896
0243.03	Parks & Rec - Sawtooth	42,180	N/A	10,562	5.0%	(10,162)	3.8%	51,308	-	51,308
0243.04	Parks & Rec - Non-motorized Boating	-	N/A	9,295	N/A	-	N/A	13,928	-	13,928
0247.01	Capital Imp	-	-100.0%	385,265	9.2%	(392,380)	64.4%	810,880	445,109	365,770
0247.02	Waterways Imp	-	N/A	385,265	9.2%	(272,799)	-33.2%	813,927	951,249	(137,323)
0247.03	Off Road MV	1,810	-72.2%	385,265	9.2%	(306,921)	94.9%	1,370,989	451,795	919,194
0247.04	Road & Bridge	-	N/A	200,659	9.2%	(94,479)	-31.2%	1,481,320	568,478	912,842
0247.06	Rec Fuels Admin	-	-100.0%	52,874	N/A	(164,485)	N/A	79,950	1,769	78,181
0250.01	State Vessel	488,657	-7.2%	-	N/A	(488,657)	-7.2%	93,302	-	93,302
0250.02	Cross Country Ski	6,245	-33.3%	-	-100.0%	(14,671)	-4.8%	99,143	-	99,143
0250.03	Snowmobile	18,304	-81.8%	5,915	11.5%	(805,094)	33.9%	183,636	4,989	178,647
0250.04	Motorbike	292,984	41.7%	-	N/A	(143,324)	1.4%	1,640,620	98,259	1,542,361
0250.05	Rec Vehicle	2,868	22.0%	543,239	2.4%	(630,004)	-48.6%	3,973,900	1,968,892	2,005,007
0348	Federal Grant	822,100	N/A	-	N/A	(666,771)	-23.8%	709,010	1,553,458	(844,448)
0349	Misc Special	29,650	-13.9%	-	N/A	(4,243)	-87.2%	55,197	16,390	38,807
0410.01	Enterprise	299,304	-9.2%	1,641	N/A	(375,671)	12.4%	800,681	-	800,681
0410.02	Business Accounts	105,770	-9.2%	-	N/A	(80,208)	12.2%	183,315	-	183,315
0494.05	Petroleum Violation	242	N/A	-	N/A	-	N/A	38,798	10,000	28,798
0496.01	Park Donations	40,841	189.8%	-	N/A	(1,466)	17.8%	822,350	-	822,350
0496.02	Harriman	36,882	-19.7%	-	-100.0%	(17,660)	-1.8%	723,360	-	723,360
0496.03	Park Land Trust(PLT)	31,255	526.1%	313,039	864.1%	(30,079)	153.2%	2,976,982	6,120	2,970,862
0496.05	Trail of the Coeur D'Alenes	38,992	-77.1%	-	N/A	(33,675)	-18.5%	190,951	-	190,951
0496.06	STORE	8	26.6%	-	N/A	-	N/A	1,571	-	1,571
Notes: ¹ Includes 15% for administration										
CASH BALANCE reconciles to DAFR 8190 - Statement of Cash Position										

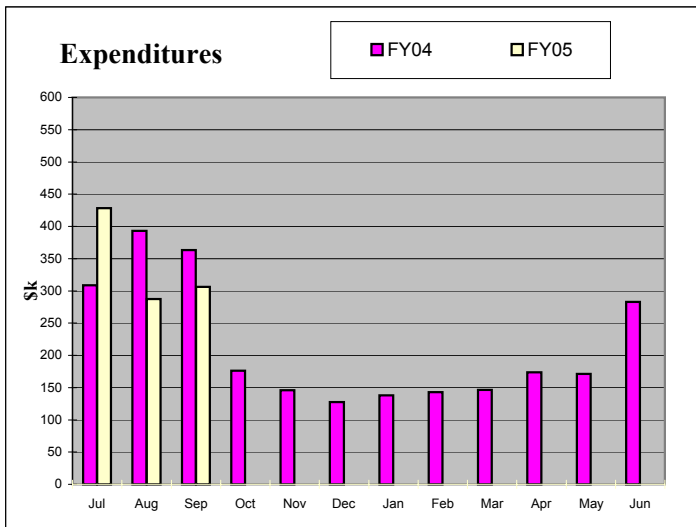
FUND 0243 - State FY2005



	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>QTD</u>	<u>YTD</u>
FY05	352,789	477,562	122,807	953,158	953,158
FY04	533,281	320,773	306,863	1,160,917	1,160,917
%change	-33.8%	48.9%	-60.0%	-17.9%	-17.9%

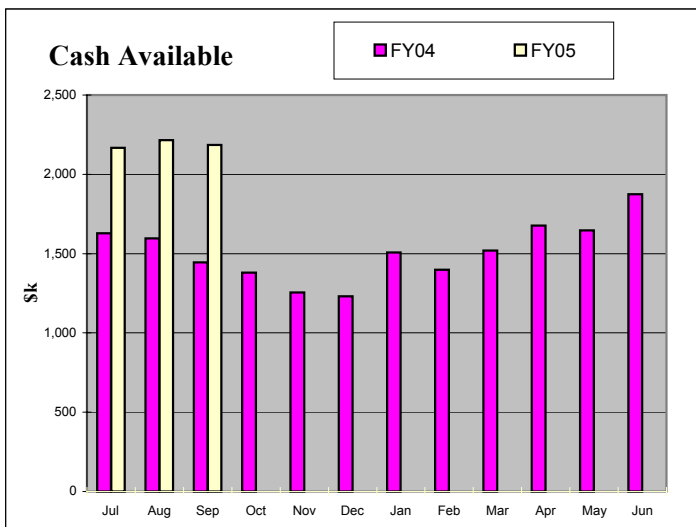
The negative % change in revenue of 17.9 is because of a change in business rules. Some campgrounds were available for reservations for the first time this summer and campers were required to pay all camping fees at the time the reservation was made. As a result, camping revenue related to this time period was recorded in budget fiscal year 2004.

Receipts are routed electronically from the Reservation System and reconciled to cash recorded at the State Treasurer's Office prior to being posted as revenue. The extract file the Department receives from Reserve America does not have all of the sales data which causes a delay in posting revenue.



	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>QTD</u>	<u>YTD</u>
FY05	428,434	287,246	305,970	1,021,649	1,021,649
FY04	308,490	393,295	363,254	1,065,039	1,065,039
%change	38.9%	-27.0%	-15.8%	-4.1%	-4.1%

Expenditures are within the reasonable range. Approximately \$300,000 of prior year's base appropriation was transferred to Capital Development.

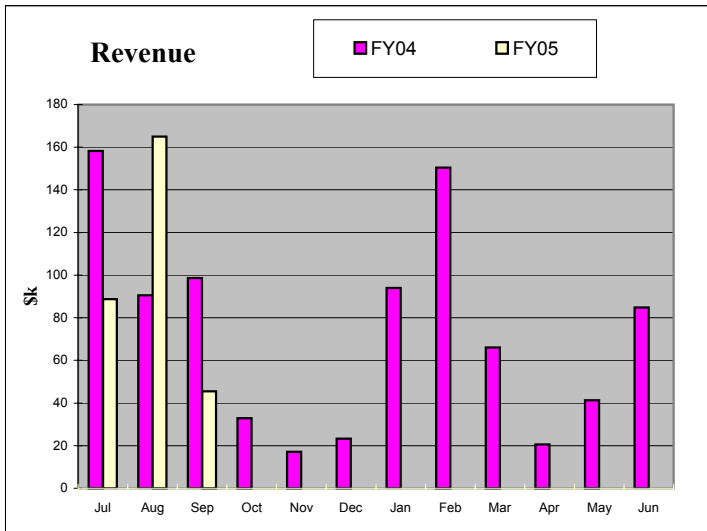


	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>YTD</u>
FY05	2,166,178	2,214,776	2,184,318	2,184,318
FY04	1,628,802	1,595,247	1,445,045	1,445,045
%change	33.0%	38.8%	51.2%	51.2%

Ending cash is significantly higher than anticipated at the end of the season. The target minimum cash balance for this fund is \$600,000 to \$700,000.

The ending cash balance does not include the \$500,000 advanced to the federal fund to cover operating expenditures until the agency is reimbursed by the federal government.

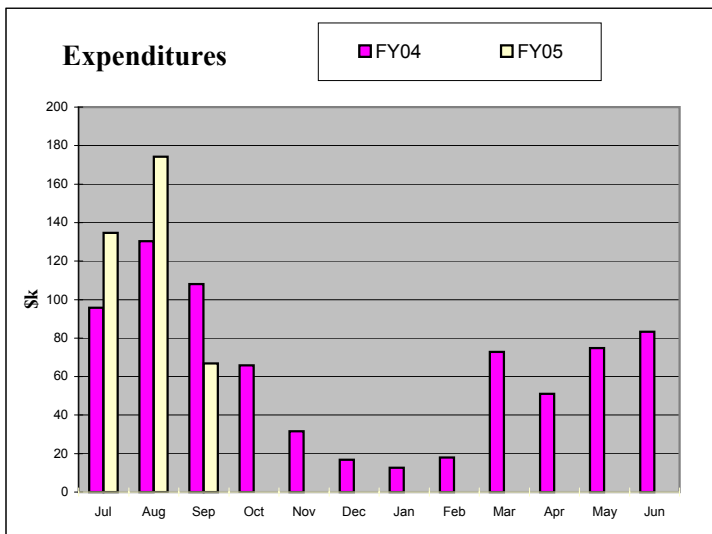
FUND 0410.01 - State FY2005



	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>QTD</u>	<u>YTD</u>
FY05	88,733	165,013	45,558	299,304	299,304
FY04	158,302	90,584	98,584	347,470	347,470
%change	-43.9%	82.2%	-53.8%	-13.9%	-13.9%

The reduction in revenue is due, in part, to the removal of the mobile homes in Lakeview Village at Ponderosa State Park.

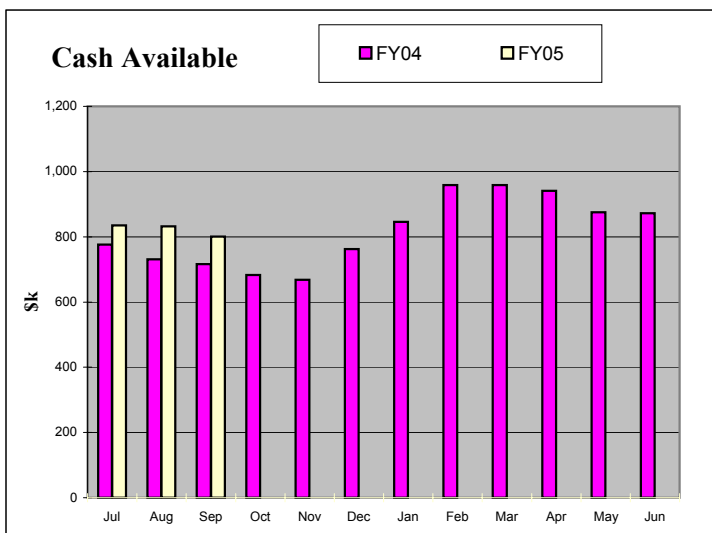
Revenue was also lower this quarter compared to last fiscal year for the same time period at Dworshak and Hells Gate Marina.



	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>QTD</u>	<u>YTD</u>
FY05	134,677	174,209	66,785	375,671	375,671
FY04	95,725	130,398	108,086	334,209	334,209
%change	40.7%	33.6%	-38.2%	12.4%	12.4%

The most significant expenditure increase was due to purchasing fuel for resale at the Hells Gate Marina. While this is a routine expenditure, it posted in a different time period last fiscal year.

Other fluctuations in the fund were minor and related to purchasing items for resale.

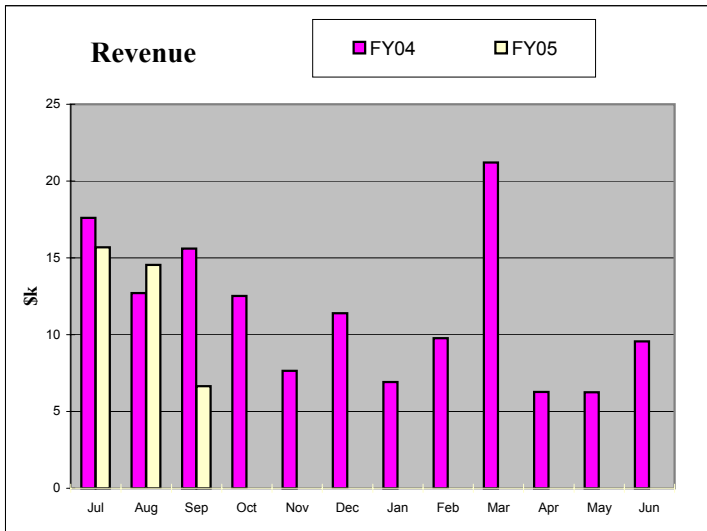


	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>YTD</u>
FY05	835,070	832,471	800,681	800,681
FY04	940,855	874,945	872,670	872,670
%change	-11.2%	-4.9%	-8.2%	-8.2%

The purchase of the Heyburn Cruise Boat of \$160,000 did impact the cash position of this fund. The boat is paid for now.

The plan is to use approximately \$450,000 to upgrade utility lines and roads within Heyburn State Park.

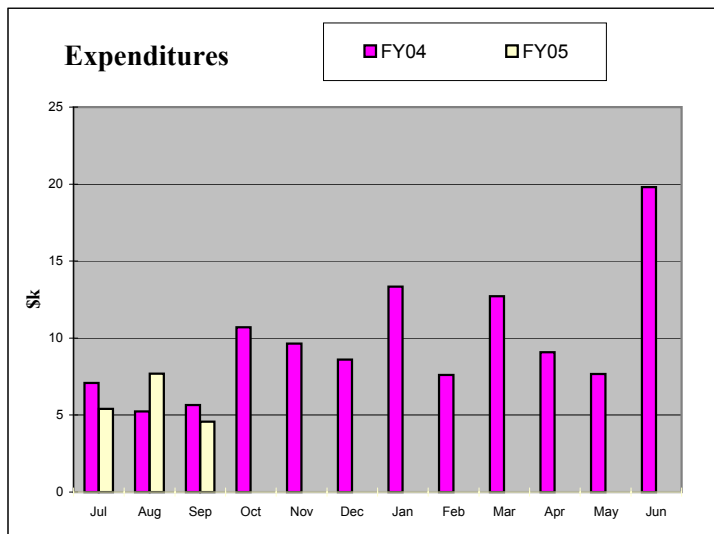
FUND 0496.02 - State FY2005



	Jul	Aug	Sep	QTD	YTD
FY05	15,694	14,544	6,644	36,882	36,882
FY04	17,602	12,715	15,610	45,927	45,927
%change	-10.8%	14.4%	-57.4%	-19.7%	-19.7%

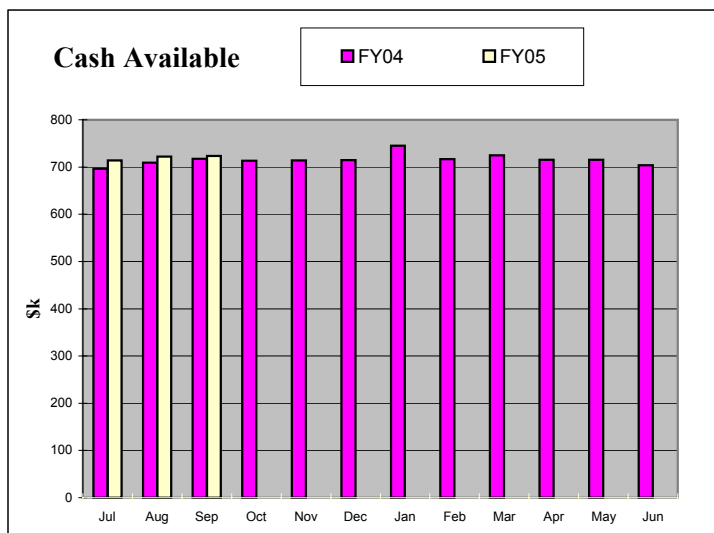
The reduction of interest earned and hosting the Historic Preservation School did impact revenue received year to date compared to the same time period last year.

An analysis will be completed for the calendar year by revenue type and be presented at the January Board meeting



	Jul	Aug	Sep	QTD	YTD
FY05	5,398	7,692	4,569	17,660	17,660
FY04	7,083	5,244	5,659	17,986	17,986
%change	-23.8%	46.7%	-19.3%	-1.8%	-1.8%

Additional seasonal funds were approved to be paid out of this fund in FY2005.



	Jul	Aug	Sep	YTD
FY05	713,812	721,834	723,360	723,360
FY04	696,090	709,394	717,044	717,044
%change	2.5%	1.8%	0.9%	0.9%

Revenue earned for the first quarter is slightly above expenditures. The agency received direction in prior Board meetings to not only maintain the cash balance in this fund, but to eventually have the fund grow and be self sustaining. That is, the park could be operated off of revenue earned. However, expenditures were transferred back onto this fund in the last couple of years during general fund cut backs.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY **X**INFO ONLY, NO ACTION REQUIRED

AGENDA

Idaho Park and Recreation Board Meeting
Shakespeare Festival Interpretive Center
Boise, Idaho
November 1 –2, 2004

AGENDA ITEM: Year-to-Date Visitation

ACTION REQUIRED: **NO BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PROGRAM MANAGER: Dean Sangrey

PRESENTATION

BACKGROUND INFORMATION: This report is provided to keep Board members apprised of current visitation trends and to identify any areas of concern regarding visitor numbers.

ACTION ITEM

STAFF RECOMMENDATIONS: Information only.

[illegible]

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA

Idaho Park and Recreation Board Meeting
Shakespeare Festival Interpretive Center
Boise, Idaho

November 1 –2, 2004

AGENDA ITEM: Park Calendar Year To Date 2004 Revenue Report

ACTION REQUIRED: NO BOARD ACTION REQUIRED

INTERIM DIVISION ADMINISTRATOR: Jane Wright

PROGRAM MANAGER: Jane Wright

PRESENTATION

BACKGROUND INFORMATION: This report is provided to keep Board members apprised of revenue to date by park. A report will be provided in the January meeting trending revenue by park, by type of revenue for the previous five years.

ACTION ITEM

STAFF RECOMMENDATIONS: Information only.

PARK REVENUE COMPARISON - FUND 0243

	January-September		
	Revenue		
	2003	2004	% change
	Revenue	Revenue	
Priest Lake	\$ 214,417	\$ 184,858	-13.79
Round Lake	\$ 63,433	\$ 70,607	11.31
Farragut	\$ 328,705	\$ 440,987	34.16
Old Mission	\$ 30,581	\$ 28,425	-7.05
Heyburn	\$ 241,151	\$ 234,743	-2.66
CDA Parkway	\$ 12,452	\$ 15,842	27.22
4 M			N/A
Dworshak	\$ 118,321	\$ 123,553	4.42
Hells Gate	\$ 201,889	\$ 226,993	12.43
Winchester	\$ 86,932	\$ 88,849	2.21
Ponderosa	\$ 300,815	\$ 263,001	-12.57
Eagle Island	\$ 56,479	\$ 71,509	26.61
Lucky Peak	\$ 104,963	\$ 103,429	-1.46
Bruneau	\$ 102,678	\$ 110,549	7.67
Three Island	\$ 132,871	\$ 147,547	11.05
Cascade	\$ 88,159	\$ 117,650	33.45
Thousand Springs	\$ 26,053	\$ 26,161	0.41
City of Rocks	\$ 63,124	\$ 75,969	20.35
Castle Rocks	\$ 10,645	\$ 10,746	0.95
Walcott	\$ 38,484	\$ 39,040	1.44
Massacre	\$ 57,971	\$ 58,266	0.51
Bear Lake	\$ 62,228	\$ 47,227	-24.11
Harriman *	\$ 126,563	\$ 102,218	-19.24
Henry's Lake	\$ 59,045	\$ 63,932	8.28
Mesa Falls			N/A
Yankee Fork	\$ 747	\$ 662	-11.38
Totals	\$ 2,528,704	\$ 2,652,762	4.91

* Also includes revenue in Fund 0496.02

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Shakespeare Festival Interpretive Center
Boise, Idaho
November 1-2, 2004

AGENDA ITEM: **Development Project Status**

ACTION REQUIRED: **NO BOARD ACTION REQUIRED**

INTERIM

DIVISION ADMINISTRATOR: Jane Wright

PROGRAM MANAGER: Myron Johnson

PRESENTATION

BACKGROUND INFORMATION: Current project status along with the addition of the new FY2004 projects is included in this Board packet. The Development Bureau staff was able to complete a number of outstanding projects during the last fiscal year.

North Region Projects

- **Hells Gate** – Day Use Irrigation plans are complete. Bidding documents currently being advertised. Installation to begin this Fall (2004).
- **Winchester** – Development staff are working with DPW architect to establish timelines to remodel the Shop / Office.
- **Farragut** – Gilmore Campground, concept designs are underway. After a conceptual layout is completed we will survey the area for document drawing.
- **McCroskey** – water system installation project is under contract. It will be ready for use next Spring.
- **Old Mission Visitor Center** – Design being finalized for ITD's Federal Highways compliances. The State Historic Preservation Office (SHPO) is reviewing the plan currently. Bidding will be done after all approvals have been received.

South Region Projects

- **Ponderosa** – 'Mega' Project – continues to develop in conceptual form. The site planning has identified eight or nine potential areas that can be used for citing of the new Visitor Center, concepts of Kokanee Cove Campground and group activities; alternatives for an improved park entrance roadway is being studied by the McCall Transportation Advisory Committee and Council.

- **Lake Cascade** – Marina Feasibility Study is complete. The Bureau of Reclamation has approved the ‘draft’ plan.
- **Bruneau Dunes** – The Laura Moore Cunningham Foundation contributed \$30,000 toward the construction of the Natural Sciences Center.
- **Three Island Crossing** – emergency repairs to the sewer pump station are underway. Engineering for the system is being analyzed and a design and cost will be formulated in August.

East Region Projects

- **Castle Rocks** – Smoky Mountain Campground designs and plans are underway. Bidding for the internal roadway construction was done in August. Construction began in October 2004 and the overlay of asphalt will happen in Spring 2005. A state Land and Water Conservation Fund (LWCF) grant has been submitted to the National Parks Service for the campground and we are awaiting approval at this time so that we might complete Phase I of the campground during this coming year.
- **Bear Lake** – East Beach Campground renovation – a contract was signed with BECO, of Idaho Falls, Idaho. Construction began in September. The renovation will be completed by camping season 2005.
The North Beach road realignment began this summer and will be completed by Bear Lake County in the Spring of 2005.
- **Harriman** – the development of a new Visitor Center will be discussed at this meeting. It is anticipated a consultant could be hired this year to develop plans and specifications based upon future park needs as identified in the 2002 Master Plan.
- **Henry’s Lake** – improvements for volunteer sites are nearly complete, the roadways were chip sealed in early September.

Planning Projects

- **Eagle Island Master Plan** – The Board will be presented with an agenda item at the Board meeting to close the Master Plan.

ACTION ITEM

STAFF RECOMMENDATIONS: No action is required by the Board. It is an informational item, only.

Idaho Dept. of Parks and Recreation
CURRENT ACTIVE DEVELOPMENT PROJECTS

Project No.	Project	Design	Bid Award	Construct	Completed Canceled	Milestones	Budget	Spent to Date	Closed	Project (+ over) (-under)
CAPITAL PROJECTS										
STATEWIDE										
300039	Cabins/Yurts Statewide (2003)	X	X	X	X	* Project closed.	670,220	662,913	X	-7,307
300049	Cabins/Yurts Statewide (2004)	X	X	X		* Two more cabins ordered. To be delivered at Three Island SP in November 2004.	40,000	1,932		
300059	Cabins/Yurts Statewide (2005)					* New project sites determined, cabin types and amenities need to be finalized. Bid in Jan.2005	225,000			
300048	Statewide Volunteer Site Development	X	N/A	X		* Construction began in spring 2004. Ongoing in some locations.	60,000	13,133		
300058	Statewide Volunteer Site Development					* New project to start in Winter 2004 for Spring, Summer 2005 construction period.	60,000			
NORTH REGION										
310141	Priest Lake - Lion Head Site Planning	X				* Planning work started in August. Ongoing concept design reviews.	30,000	3,000		
310531	Farragut Campground Concept/Planning	X	N/A	N/A	N/A	* New site selected (Gilmore). Layout options being developed currently.	250,000	39,506		
310551	Farragut Campground Design and Constr (Ph I)					* Design documents will begin when final concept decisions are made for the campground.	347,000			
310621	Old Mission Visitor Center Construction	X				* Design program complete. Construction documents 90% complete.	439,000	119,521		
310841	Heyburn Water Distribution Project	X				* Preliminary design complete. Water system design underway.	200,000	10,200		
310951	CdA Parkway - Higgins Pt Shelter					* New project to start in Winter 2004.	45,000			
320121	McCroskey Water System Installation	X	X			* DEQ approved. Bids opened on September 28.	50,000	27,084		
320331	Hells Gate Lewis & Clark Discovery Center	X	X	X	X	* Construction 100% complete. Paying final invoices.	1,196,329	963,422		
320322	Hells Gate Lewis & Clark Exhibits	X	X	X	X	* Project closed.	935,647	935,647	X	0
320411	Glade Creek Camp	X				* Design complete. SHPO is final approval needed. Build in Spring/Summer 2005.	40,000	5,224		
320551	Winchester New Admin Office					* New project: design parameters to start in Fall 2004.	105,000			
SOUTH REGION										
330131	Ponderosa Kokanee Cove Group Camp Design	X				* Consultants working on schematic design for group campground.	1,350,000	23,767		
330151	Ponderosa Lakeview Village Upgrade	X				* Planning and design work is underway.	1,427,000	3,142		
330421	Lucky Peak Spring Shores Well/Utilities	X				* Currently reviewing water rights issues.	40,000	7,251		
330741	Lake Cascade RMP Improvements (BOR Title 28)	X	N/A			* Projects scoped.	50,000	0		
330742	Lake Cascade Marina Feasibility	X				* Consultant preparing documents for preliminary study. Completion of study June 15, 2004.	164,400	76,659		
330751	Lake Cascade Marina Design					* Work will commence when decisions are made on Feasibility Phase.	500,000			
330511	Bruneau Dunes Science Center-Phase I	X				* Design complete. Plans/specs. ready to bid. * Fundraising in progress.	500,286	97,344		
340352	Thou Spr Master Plan					* New project to start in Winter 2004.	40,000			
EAST REGION										
340421	City of Rocks Road Improvement	X	X	X	X	* Project closed.	100,000	100,000	X	0
340431	Castle Rocks - Smoky Mtn Campground Design	X	ROAD			* Road bids opened on 8/27/04. Awarding contract. Campground design in progress.	1,388,950	47,730		
340452	Castle Rocks Ranch Site Planning					* New project to start in Fall 2004.	150,000			
340491	City of Rocks Water System Upgrade (DEQ)	X	N/A	N/A	X	* Project closed.	89,500	52,065	X	-37,435
350331	Bear Lake Campground Renovation	X	X	X		Construction delayed, based on DEQ review.	601,273	56,119		
350341	Bear Lake - North Beach Improvements	X	X	X	X	* Project closed.	50,000	50,000	X	0
360112	Harriman Domestic Water System Upgrade (DEQ)	X	X	X	X	* Project closed.	10,000	10,401	X	401
360121	Harriman Welcome Center Design					* Awaiting decision to move ahead with planning and design of new Visitor Center.	1,021,356	2,000		
360212	Henry's Lake Volunteer Sites	X	N/A	X		* Construction of (3) sites is complete, electricity upgrades in progress.	25,000	5,235		
360431	Ashton-Tetonia Trail Construction Design	X				* Prelim design to ITD on 5/21/04. Working on R-O-Way and cultural/historical issues.	488,600	202,749		
360531	Yankee Fork RV Dump Station	X	X	X	X	* Substantially completed in 9/03. Small water system upgrade will happen this fall.	132,575	117,868		

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA

Idaho Park and Recreation Board Meeting

Shakespeare Festival Interpretive Center

Boise, Idaho

November 1-2, 2004

AGENDA ITEM: **Ponderosa State Park Update**

ACTION REQUIRED: **INFORMATION ONLY**

DIVISION ADMINISTRATOR: Dean Sangrey

PROGRAM MANAGER: Steve Frost

PRESENTATION

BACKGROUND INFORMATION: The Department continues to pursue the strategies outlined in the three RV grants approved for development at Ponderosa State Park. Based on the timelines associated with these grants, and planning and design work that has been completed to date, the following elements of the projects are in progress:

Phase I

- **Kokanee Cove.** Restoration of Kokanee Cove for group use, including site clean-up, additional cabins and RV camping spaces, remodel chapel to accommodate large groups, shower building, utilities upgrade, pathway, erosion control, landscaping, site amenities and waterfront area.
- **New Visitor Center.** This structure is needed to replace a building that was constructed in 1969. It will function as a service center for park visitors. Functions will include office, reservations, interpretive center, classrooms, community meeting space and retail center.

Phase II

- **Lakeview Village.** Campground design will incorporate 75 to 100 sites. Road re-alignment and paving, bathroom/shower building, day use facilities and equipment, general site cleanup, and irrigation. Efforts are underway working with mobile home owners to remove trailers from the site.
- **Road Re-alignment.** It will be necessary to design and construct new roads within the park to align and access these facility improvements. This includes the

potential for a new park entrance. Currently there are three alternatives being explored with city planners and other officials.

Additional consideration may be given to developing supplementary conference and meeting facilities, but those will be taken under advisement at a later date.

It will be important for the Department to develop and coordinate an appropriate public information process regarding the final design concept proposals for improvements at the Park.

ACTION ITEM

STAFF RECOMMENDATIONS: Information only. No action required.

Development Priorities from MP

Proposed Development	Priority Levels and Cost Estimates		
	Priority 1	Priority 2	Priority 3
Construct major park entrance at Hwy 20	\$40,000		
Reroute and pave park entry off Green Canyon Road to park headquarters/visitor center	354,198		
Construct log cross-beam ranch entry gate	\$10,000		
Redesign and enlarge park headquarters/visitor center	\$702,456		
Redesign and enlarge park headquarters/visitor center parking	\$75,000		
Construct a restroom at Osborne boat launch	\$15,000		
Construct dining facility adjacent to dormitory		\$420,376	
Construct simple group shelter at Ranch View		\$41,580	
Construct picnic and ADA fishing facilities at Fish Pond		\$173,580	
Accommodate overnight use near Fish Pond			\$250,000
Construct a replica of original big shop/blacksmith shop in ranch building complex			\$278,933
Total cost by priority level	\$1,196,654	\$635,536	\$528,933
Total cost of all development	\$2,361,123*		

*Note: Cost estimates reflect 2002 dollar amount.

Fish Pond Group Recommendations

Strengths/Opportunities for Fish Pond

- It would be a benefit to increase access to the Fish Pond resource, especially for seniors, children, and families
- There is not a similar resource in the nearby area that could offer the same opportunities

- Improved facilities are desirable
- The isolation, peacefulness, and tranquility is a large part of the charm of the Fish Pond and that any development should preserve that element as much as possible
- The Forest Service will play a major role with access and the dispersed camping issues
- Primitive campsite development would provide a unique camping/fishing experience for a variety of user groups
- A small developed day use and limited primitive campsites could reduce dispersed camping in the area, and subsequent resource damage.

Trails Plan Recommendations

The Trails Plan gives an option for the horse concession to either be moved to the cow barn or to a new location between Intersections 5 and 8 (near maintenance buildings) on the park's trail map, whichever is most feasible.

ACTION ITEM

STAFF RECOMMENDATIONS: Information only. No Board action required.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Shakespeare Festival Interpretive Center
Boise Idaho
November 1-2, 2004

AGENDA ITEM: **Bear Lake State Park Administration Site -St. Charles Property**

ACTION REQUIRED: **INFO ONLY, NO BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PRESENTER: Garth Taylor

PRESENTATION

BACKGROUND INFORMATION: Bear Lake State Park operates the North Beach day use area, East Beach Campground and Group Use facility, Tri County Snowmobile Program, and a Boating Safety Program. They have been facilitating this operation from several locations in Montpelier, Paris, and East Beach. Over the past year, the staff has been looking for a site to for an administration building allowing the Bear Lake operation to be located at one location. At the January 2004 Board meeting, two locations in St. Charles were brought to the attention of the Board. The Board directed staff to pursue the best option. To date, an offer has been made and accepted by Mr. Bob Transtrum for two acres. Staff has hired a surveyor to officially document the property, and a firm to do the assessment work for hazardous materials. When these items have been completed, Staff will begin the title work and finalize the purchase the following month.

Myron Johnson, Development Bureau Chief of IDPR has submitted this project to the Department of Public Works for additional funding. Staff has started the pre-planning for square footage needed to bring the Bear Lake operation under one roof. Staff has also made initial contact with the Department of Fish and Game, as they have expressed an interest in sharing some of the space.

ACTION ITEM: Information only, no action required.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
November 1-2, 2004
Shakespeare Festival Interpretive Center
Boise, Idaho

AGENDA ITEM: **Camper Cabin Update**

ACTION REQUIRED: **No Action Required**

INTERIM

DIVISION ADMINISTRATOR: **Jane Wright**

PROGRAM MANAGER: **Myron Johnson**

PRESENTATION

BACKGROUND INFORMATION: The Department embarked on a plan to build 100 camping cabins during the five-year Horizon's Strategic Plan Initiative. The first thirty-seven new cabins were built and placed throughout the state. The overall placement and use of the cabins have shown them to be great additions to our park offerings.

Some of the parks had the use of the cabins throughout the entire year while others were later getting on line and usable.

An analysis of cabins and where they are being utilized will be given at the Board Work Session. The parks staff, region managers and Development Bureau staff have prepared and reviewed requests for new cabins to be placed throughout the state with new criteria that they helped establish. A list of sites that will be developed for new cabins prior to the 2005 camping season have been determined.

ACTION ITEM

STAFF RECOMMENDATIONS: **Information Only**

Cabins and Yurts

Preferred sites for 2005 construction

Park	No. Req.	No. Appr	State Funding	Funding Year	LWCF	Funding Year	Total Funding
CABINS							
North Region				2005		2005	
• Heyburn (near HQ site) (Chatcolet CG)	5 2	5	\$50,000		\$50,000		\$100,000
• Farragut (Gilmore) (Willow) (Thimbleberry)	5 2 3	2 3	\$20,000 \$60,000		\$20,000		\$40,000 \$60,000
• Dworshak (Freeman Creek)	6						
• Priest Lake (Indian Creek – beach / day use) (Indian Creek – NW quarter) (Indian Creek – White Pine) (Lionhead – Group Camp) (Lionhead – S. of Lion Creek) (Lionhead – back country)	3 10 5 10 7 3						
Totals	61						
South Region							
• Ponderosa (Group Camp renovation) ¹	10						
• Lake Cascade	10						
• Three Island ²	3	2	\$40,000	2004			\$40,000
Totals	23						
East Region							
• Bear Lake	3	3	\$60,000	2005			\$60,000
• Castle Rocks	4						
Totals	3						
Yurts							
North Region							
• Dworshak (Freeman Creek)	2						
Totals	2						
South Region							
Totals							
East Region							
• Castle Rocks	1						
Total Requested	90						
Total Funded		15					
Budget			\$230,000		\$70,000		\$300,000

¹ part of the Ponderosa group campground development site

² part of FY2004 funding for Cabins and Yurts

Cabin Usage - Count Nights by Location

Park Name	Site Name	Count Nights Jan-Sep 2003	Count Nights Jan-Sep 2004	Percent Increase	Notes
DWORSHAK STATE PARK	Clearwater	62	91	46.8%	Cabin design is unique to this location.
DWORSHAK STATE PARK	Lochsa	49	80	63.3%	Cabin design is unique to this location.
DWORSHAK STATE PARK	Northfork	44	71	61.4%	Cabin design is unique to this location.
DWORSHAK STATE PARK	Selway	69	101	46.4%	Cabin design is unique to this location.
Dworshak Total:		224	343	53.1%	
LAKE WALCOTT STATE PARK	Cactus		34	N/A	Late season startup
LAKE WALCOTT STATE PARK	Cottontail		26	N/A	Late season startup
Walcott Total:		0	60	N/A	
MASSACRE ROCKS STATE PARK	Cottontail	18	37	105.6%	New
MASSACRE ROCKS STATE PARK	Coyote	26	41	57.7%	New
MASSACRE ROCKS STATE PARK	Juniper	64	58	(9.4%)	One of two first constructions
MASSACRE ROCKS STATE PARK	Sagebrush	62	54	(12.9%)	One of two first constructions
Massacre Total:		170	190	11.8%	
PRIEST LAKE STATE PARK	Caribou	6	107	1683.3%	New
PRIEST LAKE STATE PARK	Grizzly	109	126	15.6%	Two room design
PRIEST LAKE STATE PARK	Kokanee	9	100	1011.1%	New
PRIEST LAKE STATE PARK	Lynx	9	98	988.9%	New
PRIEST LAKE STATE PARK	Mackinaw	88	125	42.0%	Two room design
Priest Lake Total:		221	556	151.6%	
THREE ISLAND CROSSING STATE PARK	D304	5	49	880.0%	Day use area
THREE ISLAND CROSSING STATE PARK	D305	13	46	253.8%	Day use area
THREE ISLAND CROSSING STATE PARK	D306	5	47	840.0%	Day use area
THREE ISLAND CROSSING STATE PARK	D307	3	52	1633.3%	Day use area
THREE ISLAND CROSSING STATE PARK	D308	6	72	1100.0%	Day use area
THREE ISLAND CROSSING STATE PARK	T302	16	80	400.0%	
THREE ISLAND CROSSING STATE PARK	T303	12	58	383.3%	
THREE ISLAND CROSSING STATE PARK	W301	10	68	580.0%	
Three Island Crossing Total:		70	472	574.3%	

Cabin Usage - Count Nights by Location

Park Name	Site Name	Count Nights Jan-Sep 2003	Count Nights Jan-Sep 2004	Percent Increase	Notes
HENRYS LAKE STATE PARK	Cabin A	11	67	509.1%	
HENRYS LAKE STATE PARK	Cabin B	8	72	800.0%	
HENRYS LAKE STATE PARK	Cabin C	4	84	2000.0%	
Henrys Lake Total:		23	223	869.6%	
FARRAGUT STATE PARK	Honeysuckle	26	127	388.5%	was Redpoll
FARRAGUT STATE PARK	Kestrel	6	105	1650.0%	was Great Horned
FARRAGUT STATE PARK	Lodgepole	26	102	292.3%	was Calypso
FARRAGUT STATE PARK	Nighthawk	12	92	666.7%	was Great Grey
FARRAGUT STATE PARK	Ninebark	12	130	983.3%	
FARRAGUT STATE PARK	Ponderosa	14	103	635.7%	was Bull Trout
FARRAGUT STATE PARK	Redtail	10	90	800.0%	was Northern Pygmy
FARRAGUT STATE PARK	Spruce	13	98	653.8%	was Rubber Boa
FARRAGUT STATE PARK	Syringa	13	111	753.8%	
FARRAGUT STATE PARK	Wild Rose	28	144	414.3%	
Farragut Total:		160	1,102	588.8%	
HELLS GATE STATE PARK	Clark	0	53	N/A	
HELLS GATE STATE PARK	Lewis	0	52	N/A	
HELLS GATE STATE PARK	Locust	0	60	N/A	
HELLS GATE STATE PARK	Maple	0	56	N/A	
HELLS GATE STATE PARK	Ponderosa	0	70	N/A	
HELLS GATE STATE PARK	Sacagewea	0	77	N/A	
HELLS GATE STATE PARK	Sycamore	0	47	N/A	
HELLS GATE STATE PARK	Tammany Creek	0	69	N/A	
Hells Gate Total:		0	484	N/A	
PONDEROSA STATE PARK	Fawn	3	89	2866.7%	
Ponderosa Total:		3	89	2866.7%	
BRUNEAU STATE PARK	(combined)	22	145	559.1%	
Bruneau Total:		22	145	559.1%	
All Cabins Total:		890	3,575	301.7%	

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA

Idaho Park and Recreation Board Meeting

Shakespeare Festival Interpretive Center

Boise, Idaho

November 1-2, 2004

AGENDA ITEM: Heyburn State Park – Hidden Lake Float Home Update

ACTION REQUIRED: **NO BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PROGRAM MANAGER: David White

PRESENTATION

BACKGROUND INFORMATION: In January 1990, the Board approved Heyburn State Park’s General Development Plan, which included phasing out the Hidden Lake float homes. The Board approved extending their leases for two ten-year periods. We are five years from the end of their final lease.

Staff presented an overview of the process that led to the Board's decision and the current status of the float homes at the August 2004 Board meeting. Staff recommended that the Board confirm their support for the phasing out of Heyburn's float homes by December of 2009 and the Department notifying the owners that there is only five years left on their lease so that they can begin preparing to remove their float homes. During that meeting, float homeowners presented their case for the Board to reverse the previous decision.

The Board decided to table the decision until Board members Steve Klatt and Randy Rice could make an on-site review and the Board could discuss and review related information more thoroughly, then make a decision at the April Board meeting in north Idaho. The Board also requested a summation of information associated with the float homes and Heyburn State Park. Mr. Klatt and Mr. Rice met with and toured Hidden Lake with several float home owners and staff on October 2, 2004.

Staff assembled the following pertinent information which will be provided to the Board members for review prior to the January Board meeting.

Heyburn – Hidden Lake Float Home Information

- Background/Summary

- Float Home Ownership and Associated Values/Revenues Summary
- Heyburn State Park Recreation Residence Lease
- Maps and Photos
- Board Meeting Minutes and Associated Presentations
- General Develop Plan (GDP) Notes
- Float Home Owners Notes, 10-2-04 Meeting with Board Members/Staff
- Miscellaneous Department Correspondence
- Ponderosa State Park – Lakeview Village Summary
- Ninth Circuit Court of Appeals Summary,
- Title 67, Chapter 42, State Parks, Heyburn Park/Etal.
- IDAPA 26.01.21, Rules Governing Leasing Practices and Procedures For Recreational Residences Within Heyburn State Park
- Title 55, Chapter 27, Floating Homes Residency Act
- Float Home Letters/Notes of Support

- Heyburn State Park General Development Plan (GDP)

ACTION ITEM

STAFF RECOMMENDATIONS: This is for information and discussion only, no action required until the spring Board meeting which is to be held in north Idaho.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA
Idaho Park and Recreation Board Meeting
Shakespeare Festival Interpretive Center
Boise, Idaho
November 1-2, 2004

AGENDA ITEM: **Grant Criteria Evaluation**

ACTION REQUIRED: **BOARD ACTION**

INTERIM DIVISION
ADMINISTRATOR: Jane Wright

PROGRAM MANAGER Jane Wright

PRESENTATION

BACKGROUND INFORMATION: The current grant criteria (See Exhibit I attached) used by committees to rate grants awarded by the Idaho Department of Parks & Recreation (IDPR) was adopted by the Board in the October, 2002 Board meeting. At the August, 2004 Board meeting, Board member Steve Klatt requested that the grant criteria be re-evaluated.

IDAPA 26.01.31.150.02 states, "Specific evaluation criteria for each recreational program shall be listed in their associated participation manual". Therefore, the criteria has been included in the 2005 Grant manual printed and published in October for the upcoming grant cycle.

In order to change the criteria and provide sufficient notice to grant applicants, any changes in criteria should be approved prior to the August Board meeting. At minimum, the criteria should provide for an objective and fair review of the grant applications and result in quality projects.

The Committee members will be using the current criteria in rating grants in January 2005. As a result, committee members from each user group will be in a good position to evaluate the criteria and provide staff with their recommendations i.e criteria that was applicable, criteria that might be discontinued and/or criteria that should be added. Based on committee members' comments, staff would draft new criteria for review by Committee members, a random sample of grant applicants, and provide a forum for public comment. After soliciting comments, the criteria would be presented to the Board for approval and adoption at the August 2005 Board meeting for the 2006 grant cycle.

ACTION ITEM

INFORMATION ONLY: Staff will proceed with the evaluation of grant criteria and bring recommendations to the Board prior to the calendar year 2006 budget fiscal year, 2007 grant cycle.

☐ IDAPA RULE ☐ IDAPA FEE ☐ BOARD ACTION REQUIRED
☐ BOARD POLICY ☒ INFO ONLY, NO ACTION REQUIRED

AGENDA

Idaho Park and Recreation Board Meeting

Shakespeare Festival Interpretive Center

Boise, Idaho

November 1-2, 2004

AGENDA ITEM: **Recreational Boating Safety (county sub-grant methods)**

ACTION REQUIRED: **INFO ONLY, NO ACTION REQUIRED**

DIVISION ADMINISTRATOR: Dean Sangrey

PROGRAM MANAGER: Corby Christensen

PRESENTATION

BACKGROUND INFORMATION: Currently the Idaho Department of Parks and Recreation Boating Program provides funding to 33 county sheriff's marine programs. This funding comes from the US Coast Guard as part of IDPR's Recreational Boating Safety Program grant. The amounts of sub-grants range from \$52,677.00 in Kootenai County to \$212.00 in Lewis County. The funding levels for each sub-grant are determined by a formula based on a ratio of the state vessel account in each county as stated in Board Policy SFA.2:98 Section II part A. The base amount for each county will increase/decrease in an equal percentage to the increase/decrease in the amount allocated to trustee and benefit.

This policy was designed to provide funding for each eligible program based on its direct relationship with the registration designation system. The RBS formula allows IDPR to provide funding to all of the eligible counties based on the use priority set by the boaters.

Some of the counties would like to see IDPR step away from the RBS formula grant and move to a competitive grant application process similar to the Waterways Improvement Fund, whereby a county could apply for a higher funding level.

Prior to 1998 the Boating Program utilized an application process for the RBS sub-grants. The grant application included a budget sheet, a programs/projects listing, and a boating safety action plan that listed goals and objectives for the county's marine program.

A recent survey of the participating counties revealed that many were not happy with the amount of paperwork required by the application process. This demand for a simpler process brought forth the current system of a base amount of funding established by formula and put into place via a memorandum of understanding between the county and IDPR.

ACTION ITEM:

STAFF RECOMMENDATIONS: The recommendation for a competitive application process has some merit. Currently the counties receive RBS money without providing IDPR an accurate accounting of how and where the funding is spent. The IDPR internal auditor performs an annual accounting of the state vessel account money, which includes the amount of county funds expended on boat safety/law enforcement, but it does not account for how RBS money is expended. Currently there is no conversion clause in the MOU between the counties and IDPR for the repayment of funds that are used inappropriately.

Boating Program staff conducted a survey of the 33 counties that currently are eligible for RBS sub-grant funding. Of the 33 only 15 responded. Five of the 15 support a competitive application process; they are Ada, Bonner, Gooding, Kootenai, and Valley County. Eleven counties responded as being opposed to a competitive application. The most frequently cited reasons against a competitive process were the potential for not receiving any funding and that some of the larger county sheriff's offices have the advantage of grant writing professionals. The majority of counties polled felt the current system was equitable and fair.

IDPR staff recommend that the RBS sub-grant formula be reviewed and updated to reflect the current boating issues; the formula should continue to reflect the designation trend set by the users, but it should also account for agency activity in boating safety and enforcement, and boatable acres of water in each county.

Attachment A

RBS Sub-grant Formula
FY 2005

	Boatable Acres			Registrations			Inspections - OUIs - Citations - Students							Total
Ada County	5569.09	0.96%	\$1,275.13	6997	9.44%	\$12,580.35	883	0	33	13	929	5.33%	\$7,110.60	\$20,966.08
Adams County	22650.4	3.89%	\$5,186.16	486	0.66%	\$873.81	1251	0	23	0	1274	7.31%	\$9,751.24	\$15,811.21
Bear Lake County	38373.94	6.59%	\$8,786.31	745	1.00%	\$1,339.48	0	0	0	321	321	1.84%	\$2,456.95	\$12,582.74
Benewah County	6585.94	1.13%	\$1,507.95	1308	1.76%	\$2,351.74	154	0	2	0	156	0.90%	\$1,194.03	\$5,053.72
Bingham County	18510.79	3.18%	\$4,238.33	1189	1.60%	\$2,137.78	180	0	0	610	790	4.54%	\$6,046.69	\$12,422.80
Blaine County	15252.7	2.62%	\$3,492.34	1027	1.38%	\$1,846.51	74	0	0	0	74	0.42%	\$566.40	\$5,905.25
Boise County	6241.22	1.07%	\$1,429.02	933	1.26%	\$1,677.50	1786	0	18	0	1804	10.36%	\$13,807.88	\$16,914.41
Bonner County	111399.4	19.13%	\$25,506.61	8506	11.47%	\$15,293.47	1725	0	77	0	1802	10.34%	\$13,792.58	\$54,592.66
Bonneville County	37840.12	6.50%	\$8,664.08	3865	5.21%	\$6,949.13	724	0	4	520	1248	7.16%	\$9,552.24	\$25,165.45
Boundary County	3563.67	0.61%	\$815.96	731	0.99%	\$1,314.31	197	0	0	0	197	1.13%	\$1,507.85	\$3,638.11
Canyon County	13298.18	2.28%	\$3,044.82	3483	4.70%	\$6,262.30	952	0	163	623	1738	9.98%	\$13,302.72	\$22,609.85
Caribou County	23778.91	4.08%	\$5,444.55	433	0.58%	\$778.52	9	0	0	0	9	0.05%	\$68.89	\$6,291.95
Cassia County	3603.98	0.62%	\$825.19	1437	1.94%	\$2,583.67	125	0	5	0	130	0.75%	\$995.02	\$4,403.88
Clearwater County	22093.85	3.79%	\$5,058.73	1692	2.28%	\$3,042.15	728	1	24	382	1135	6.52%	\$8,687.33	\$16,788.22
Custer County	12190.21	2.09%	\$2,791.14	424	0.57%	\$762.34	94	0	14	0	108	0.62%	\$826.64	\$4,380.11
Elmore County	21674.81	3.72%	\$4,962.78	2214	2.99%	\$3,980.69	203	0	9	307	519	2.98%	\$3,972.45	\$12,915.92
Franklin County	3266.06	0.56%	\$747.82	232	0.31%	\$417.13	0	0	0	195	195	1.12%	\$1,492.54	\$2,657.48
Fremont County	27641.45	4.75%	\$6,328.94	1804	2.43%	\$3,243.53	40	0	0	0	40	0.23%	\$306.16	\$9,878.63
Gem County	4309.94	0.74%	\$986.83	1042	1.41%	\$1,873.48	368	1	3	0	372	2.14%	\$2,847.30	\$5,707.61
Gooding County	3346.57	0.57%	\$766.25	549	0.74%	\$987.08	180	0	2	0	182	1.04%	\$1,393.03	\$3,146.37
Kootenai County	44840.05	7.70%	\$10,266.82	17191	23.18%	\$30,908.78	744	11	202	101	1058	6.07%	\$8,097.97	\$49,273.58
Latah County	679.45	0.12%	\$155.57	1052	1.42%	\$1,891.46	0	0	0	0	0	0.00%	\$0.00	\$2,047.03
Lewis County	3370.28	0.58%	\$771.68	123	0.17%	\$221.15	0	0	0	0	0	0.00%	\$0.00	\$992.83
Madison County	3320.97	0.57%	\$760.39	264	0.36%	\$474.66	0	0	0	0	0	0.00%	\$0.00	\$1,235.05
Minidoka County	3079.03	0.53%	\$704.99	564	0.76%	\$1,014.05	107	1	6	3	117	0.67%	\$895.52	\$2,614.57
Nez Perce County	11490.18	1.97%	\$2,630.85	3130	4.22%	\$5,627.62	455	0	41	0	496	2.85%	\$3,796.40	\$12,054.88
Oneida County	333.82	0.06%	\$76.43	232	0.31%	\$417.13	75	0	0	52	127	0.73%	\$972.06	\$1,465.62
Owyhee County	17113.33	2.94%	\$3,918.36	1042	1.41%	\$1,873.48	336	0	0	0	336	1.93%	\$2,571.76	\$8,363.60
Payette County	4188	0.72%	\$766.25	966	1.30%	\$1,736.83	0	0	0	0	0	0.00%	\$0.00	\$2,503.08
Power County	26611.39	4.57%	\$6,093.09	1342	1.81%	\$2,412.87	135	0	2	0	137	0.79%	\$1,048.60	\$9,554.56
Twin Falls County	8818.67	1.51%	\$2,019.17	2432	3.28%	\$4,372.65	456	1	10	63	530	3.04%	\$4,056.64	\$10,448.46
Valley County	44576.25	7.65%	\$10,206.42	4901	6.61%	\$8,811.82	858	0	2	0	860	4.94%	\$6,582.47	\$25,600.71
Washington County	12716.73	2.18%	\$2,911.69	1822	2.46%	\$3,275.89	728	0	8	0	736	4.23%	\$5,633.37	\$11,820.95
	582329.3	100.00%	\$133,333.33	74158	100.00%	\$133,333.33	13567	15	648	3190	17420	100.00%	\$133,333.34	\$400,000.00

Attachment B			RBS Sub-grant Formula FY 2005											
	Boatable Acres			Registrations			Inspections - OUIs - Citations - Students						Total	
Ada County	5569.09	0.96%	\$1,434.52	6997	9.44%	\$14,152.89	883	0	33	13	929	5.33%	\$5,332.95	\$20,920.36
Adams County	22650.4	3.89%	\$5,834.43	486	0.66%	\$983.04	1251	0	23	0	1274	7.31%	\$7,313.43	\$14,130.90
Bear Lake County	38373.94	6.59%	\$9,884.60	745	1.00%	\$1,506.92	0	0	0	321	321	1.84%	\$1,842.71	\$13,234.22
Benewah County	6585.94	1.13%	\$1,696.45	1308	1.76%	\$2,645.70	154	0	2	0	156	0.90%	\$895.52	\$5,237.67
Bingham County	18510.79	3.18%	\$4,768.12	1189	1.60%	\$2,405.00	180	0	0	610	790	4.54%	\$4,535.02	\$11,708.14
Blaine County	15252.7	2.62%	\$3,928.88	1027	1.38%	\$2,077.32	74	0	0	0	74	0.42%	\$424.80	\$6,431.01
Boise County	6241.22	1.07%	\$1,607.65	933	1.26%	\$1,887.19	1786	0	18	0	1804	10.36%	\$10,355.91	\$13,850.75
Bonner County	111399.4	19.13%	\$28,694.94	8506	11.47%	\$17,205.16	1725	0	77	0	1802	10.34%	\$10,344.43	\$56,244.53
Bonneville County	37840.12	6.50%	\$9,747.09	3865	5.21%	\$7,817.77	724	0	4	520	1248	7.16%	\$7,164.18	\$24,729.04
Boundary County	3563.67	0.61%	\$917.95	731	0.99%	\$1,478.60	197	0	0	0	197	1.13%	\$1,130.88	\$3,527.44
Canyon County	13298.18	2.28%	\$3,425.43	3483	4.70%	\$7,045.09	952	0	163	623	1738	9.98%	\$9,977.04	\$20,447.56
Caribou County	23778.91	4.08%	\$6,125.12	433	0.58%	\$875.83	9	0	0	0	9	0.05%	\$51.66	\$7,052.62
Cassia County	3603.98	0.62%	\$928.34	1437	1.94%	\$2,906.63	125	0	5	0	130	0.75%	\$746.27	\$4,581.24
Clearwater County	22093.85	3.79%	\$5,691.07	1692	2.28%	\$3,422.42	728	1	24	382	1135	6.52%	\$6,515.50	\$15,628.99
Custer County	12190.21	2.09%	\$3,140.03	424	0.57%	\$857.63	94	0	14	0	108	0.62%	\$619.98	\$4,617.64
Elmore County	21674.81	3.72%	\$5,583.13	2214	2.99%	\$4,478.28	203	0	9	307	519	2.98%	\$2,979.33	\$13,040.74
Franklin County	3266.06	0.56%	\$841.29	232	0.31%	\$469.27	0	0	0	195	195	1.12%	\$1,119.40	\$2,429.96
Fremont County	27641.45	4.75%	\$7,120.06	1804	2.43%	\$3,648.97	40	0	0	0	40	0.23%	\$229.62	\$10,998.64
Gem County	4309.94	0.74%	\$1,110.18	1042	1.41%	\$2,107.66	368	1	3	0	372	2.14%	\$2,135.48	\$5,353.32
Gooding County	3346.57	0.57%	\$862.03	549	0.74%	\$1,110.47	180	0	2	0	182	1.04%	\$1,044.78	\$3,017.27
Kootenai County	44840.05	7.70%	\$11,550.18	17191	23.18%	\$34,772.38	744	11	202	101	1058	6.07%	\$6,073.48	\$52,396.03
Latah County	679.45	0.12%	\$175.02	1052	1.42%	\$2,127.89	0	0	0	0	0	0.00%	\$0.00	\$2,302.91
Lewis County	3370.28	0.58%	\$868.14	123	0.17%	\$248.79	0	0	0	0	0	0.00%	\$0.00	\$1,116.93
Madison County	3320.97	0.57%	\$855.44	264	0.36%	\$533.99	0	0	0	0	0	0.00%	\$0.00	\$1,389.43
Minidoka County	3079.03	0.53%	\$793.12	564	0.76%	\$1,140.81	107	1	6	3	117	0.67%	\$671.64	\$2,605.56
Nez Perce County	11490.18	1.97%	\$2,959.71	3130	4.22%	\$6,331.08	455	0	41	0	496	2.85%	\$2,847.30	\$12,138.09
Oneida County	333.82	0.06%	\$85.99	232	0.31%	\$469.27	75	0	0	52	127	0.73%	\$729.05	\$1,284.30
Owyhee County	17113.33	2.94%	\$4,408.16	1042	1.41%	\$2,107.66	336	0	0	0	336	1.93%	\$1,928.82	\$8,444.64
Payette County	4188	0.72%	\$862.03	966	1.30%	\$1,953.94	0	0	0	0	0	0.00%	\$0.00	\$2,815.97
Power County	26611.39	4.57%	\$6,854.73	1342	1.81%	\$2,714.47	135	0	2	0	137	0.79%	\$786.45	\$10,355.65
Twin Falls County	8818.67	1.51%	\$2,271.57	2432	3.28%	\$4,919.23	456	1	10	63	530	3.04%	\$3,042.48	\$10,233.27
Valley County	44576.25	7.65%	\$11,482.23	4901	6.61%	\$9,913.29	858	0	2	0	860	4.94%	\$4,936.85	\$26,332.37
Washington County	12716.73	2.18%	\$3,275.65	1822	2.46%	\$3,685.37	728	0	8	0	736	4.23%	\$4,225.03	\$11,186.06
	582329.3	100.00%	\$150,000.00	74158	100.00%	\$150,000.00	13567	15	648	3190	17420	100.00%	\$100,000.00	\$400,000.00

Attachment C		RBS Sub-grant Formula FY 2005												
	Boatable Acres			Registrations			Inspections - OUIs - Citations - Students						Total	
Ada County	5569.09	0.96%	\$1,625.79	6997	9.44%	\$16,039.94	883	0	33	13	929	5.33%	\$3,199.77	\$20,865.50
Adams County	22650.4	3.89%	\$6,612.35	486	0.66%	\$1,114.11	1251	0	23	0	1274	7.31%	\$4,388.06	\$12,114.52
Bear Lake County	38373.94	6.59%	\$11,202.54	745	1.00%	\$1,707.84	0	0	0	321	321	1.84%	\$1,105.63	\$14,016.01
Benewah County	6585.94	1.13%	\$1,922.64	1308	1.76%	\$2,998.46	154	0	2	0	156	0.90%	\$537.31	\$5,458.42
Bingham County	18510.79	3.18%	\$5,403.87	1189	1.60%	\$2,725.67	180	0	0	610	790	4.54%	\$2,721.01	\$10,850.55
Blaine County	15252.7	2.62%	\$4,452.74	1027	1.38%	\$2,354.30	74	0	0	0	74	0.42%	\$254.88	\$7,061.91
Boise County	6241.22	1.07%	\$1,822.01	933	1.26%	\$2,138.81	1786	0	18	0	1804	10.36%	\$6,213.55	\$10,174.37
Bonner County	111399.4	19.13%	\$32,520.93	8506	11.47%	\$19,499.18	1725	0	77	0	1802	10.34%	\$6,206.66	\$58,226.77
Bonneville County	37840.12	6.50%	\$11,046.70	3865	5.21%	\$8,860.14	724	0	4	520	1248	7.16%	\$4,298.51	\$24,205.35
Boundary County	3563.67	0.61%	\$1,040.35	731	0.99%	\$1,675.75	197	0	0	0	197	1.13%	\$678.53	\$3,394.62
Canyon County	13298.18	2.28%	\$3,882.15	3483	4.70%	\$7,984.44	952	0	163	623	1738	9.98%	\$5,986.22	\$17,852.81
Caribou County	23778.91	4.08%	\$6,941.80	433	0.58%	\$992.61	9	0	0	0	9	0.05%	\$31.00	\$7,965.41
Cassia County	3603.98	0.62%	\$1,052.11	1437	1.94%	\$3,294.18	125	0	5	0	130	0.75%	\$447.76	\$4,794.06
Clearwater County	22093.85	3.79%	\$6,449.88	1692	2.28%	\$3,878.75	728	1	24	382	1135	6.52%	\$3,909.30	\$14,237.93
Custer County	12190.21	2.09%	\$3,558.70	424	0.57%	\$971.98	94	0	14	0	108	0.62%	\$371.99	\$4,902.67
Elmore County	21674.81	3.72%	\$6,327.55	2214	2.99%	\$5,075.38	203	0	9	307	519	2.98%	\$1,787.60	\$13,190.53
Franklin County	3266.06	0.56%	\$953.46	232	0.31%	\$531.84	0	0	0	195	195	1.12%	\$671.64	\$2,156.94
Fremont County	27641.45	4.75%	\$8,069.40	1804	2.43%	\$4,135.49	40	0	0	0	40	0.23%	\$137.77	\$12,342.66
Gem County	4309.94	0.74%	\$1,258.21	1042	1.41%	\$2,388.68	368	1	3	0	372	2.14%	\$1,281.29	\$4,928.17
Gooding County	3346.57	0.57%	\$976.97	549	0.74%	\$1,258.53	180	0	2	0	182	1.04%	\$626.87	\$2,862.36
Kootenai County	44840.05	7.70%	\$13,090.20	17191	23.18%	\$39,408.69	744	11	202	101	1058	6.07%	\$3,644.09	\$56,142.98
Latah County	679.45	0.12%	\$198.35	1052	1.42%	\$2,411.61	0	0	0	0	0	0.00%	\$0.00	\$2,609.96
Lewis County	3370.28	0.58%	\$983.89	123	0.17%	\$281.97	0	0	0	0	0	0.00%	\$0.00	\$1,265.85
Madison County	3320.97	0.57%	\$969.49	264	0.36%	\$605.19	0	0	0	0	0	0.00%	\$0.00	\$1,574.69
Minidoka County	3079.03	0.53%	\$898.86	564	0.76%	\$1,292.92	107	1	6	3	117	0.67%	\$402.99	\$2,594.76
Nez Perce County	11490.18	1.97%	\$3,354.34	3130	4.22%	\$7,175.22	455	0	41	0	496	2.85%	\$1,708.38	\$12,237.94
Oneida County	333.82	0.06%	\$97.45	232	0.31%	\$531.84	75	0	0	52	127	0.73%	\$437.43	\$1,066.72
Owyhee County	17113.33	2.94%	\$4,995.91	1042	1.41%	\$2,388.68	336	0	0	0	336	1.93%	\$1,157.29	\$8,541.89
Payette County	4188	0.72%	\$976.97	966	1.30%	\$2,214.46	0	0	0	0	0	0.00%	\$0.00	\$3,191.43
Power County	26611.39	4.57%	\$7,768.69	1342	1.81%	\$3,076.40	135	0	2	0	137	0.79%	\$471.87	\$11,316.97
Twin Falls County	8818.67	1.51%	\$2,574.44	2432	3.28%	\$5,575.12	456	1	10	63	530	3.04%	\$1,825.49	\$9,975.05
Valley County	44576.25	7.65%	\$13,013.19	4901	6.61%	\$11,235.07	858	0	2	0	860	4.94%	\$2,962.11	\$27,210.37
Washington County	12716.73	2.18%	\$3,712.41	1822	2.46%	\$4,176.76	728	0	8	0	736	4.23%	\$2,535.02	\$10,424.18
	582329.3	100.00%	\$170,000.00	74158	100.00%	\$170,000.00	13567	15	648	3190	17420	100.00%	\$60,000.00	\$400,000.00

☐ IDAPA RULE ☐ IDAPA FEE ☒ BOARD ACTION REQUIRED
☐ BOARD POLICY ☐ INFO ONLY, NO ACTION REQUIRED

AGENDA

Boise, Idaho

Shakespeare Festival Interpretive Center

November 1 – 2, 2004

AGENDA ITEM: **Capital Inventory Needs Criteria**

ACTION REQUIRED: **BOARD ACTION REQUIRED**

DIVISION ADMINISTRATOR: Jane Wright

PROGRAM MANAGER: Myron Johnson

PRESENTATION

BACKGROUND INFORMATION: A new Capital Inventory Needs program was approved by Board Action in August 2003. Since that time, we discovered one element that needs to be added to that program – a priority list that the staff and Board can use when establishing criteria for placing priority upon a particular capital inventory needed – improvement project.

We have prepared a copy of the former Acquisition/Development/Maintenance (ADM) Project Priority List with edits that staff would like the Board to consider for adoption at this time.

There two items that are recommended for change at this time: the title and removing the term “Horizons” and making the heading a more generic term – Strategic Planning. The remainder of the information would stay the same until a time that new priorities occur or the areas being used for priorities changes.

ACTION ITEM

STAFF RECOMMENDATIONS: Staff recommends the Board review and approve the changes as set forth in the attachment.

Criteria for Establishing Project Priorities

Acquisition/Development/Maintenance (ADM)

Capital Inventory Needs (CIN)

1. **HEALTH, SAFETY AND WELFARE**

Those projects which keep the park visitor and employee safe while visiting or working in a state park, including water quality, environmental health, protection from hazards, etc.

2. **FACILITY MAINTENANCE**

Those projects that keep existing state park facilities operational, extend the useful life of facilities through specific upgrades, and protect prior investments.

3. **“HORIZONS” STRATEGIC PLANNING**

Those projects which address ~~the~~ strategic areas of ~~direction outlined in “Horizons: Strategic Direction for the Idaho Department of Parks and Recreation 2001-2005.”~~ interest to the department.

3.a. Natural Resource and Historic Preservation Stewardship – Those projects that protect and make available to the public premier examples of natural, historic and cultural resources.

3.b. Community Relations and Public Satisfaction – Those projects that assist in implementing the strategic goals that provide satisfaction to our customers and communities.

3.c. Human Resources – Those projects that enable IDPR to attract and keep skilled and motivated people (employees and volunteers).

3.d. Revenue Enhancement – Those projects that provide revenue to assist in meeting the operational needs of the department.

3.e. Recreation Opportunities – Those projects that provide recreational opportunities or access to those opportunities.

3.f. Facilities – Those projects that maintain and enhance our aging infrastructure as well as develop new park areas and facilities for the increasing demands of Idaho’s population growth and nonresident visitors.

3.g. Leadership – Those projects that allow the agency to take an active role as an innovator in outdoor recreation.

3.h. Marketing, Public Information and Education – Those projects that provide or assist in the provision of interpretation, education or information about Idaho’s recreational, natural, historical and cultural resources.

3.i. Process Improvement – Those projects that assess operational impacts, provide efficiency and assist in meeting the public’s current and future needs.

4. **MANDATED/LEGAL**

Those projects that ensure adherence to laws dictated by other entities, such as ADA requirements, health district standards, building codes, and EPA mandates such as asbestos removal program compliance.

5. **TIME-CRITICAL OPPORTUNITIES**

Those projects on which immediate action is required to seize opportunities that may otherwise be lost.